



GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS
Action Item Worksheet

NEW BUSINESS

Agenda Item: C.
Subject: RFQ Qualifications for Architect- Engineering Services-Station 26
Meeting Date: May 19, 2026
Prepared By: Joshua Bauer, Deputy Chief

Background

The District issued a Request for Qualifications (RFQ) to identify a qualified architectural firm to provide design services of Station 26. The Evaluation Committee reviewed all responsive and responsible submissions. Schenkel & Schultz, Inc. received the highest score by the Evaluation Committee and the list was provided to the Fire Chief for approval. Attached is the Notice of Ranking as approved by the Fire Chief, which was posted on April 29, 2026.

Funding Source/Financial Impact

Capital Improvement Projects Fund/ in accordance with Exhibit B

Recommendation

Staff recommends authorizing the Fire Chief to finalize and execute a contract with Schenkel & Schultz, Inc., subject to review and approval by legal counsel.

Potential Motion

I move to approve the contract with Schenkel & Schultz, Inc. as submitted and authorize the Fire Chief to finalize and execute all associated documents after final legal review.

Attachment

1. RFQ No. 2026-201 and Addendum
2. Schenkel & Shultz, Inc. RFQ Submission
3. Final Ranking for Responsive and Responsible Respondents
4. Exhibit B

Legal Review

This AIW and its contents have been reviewed by legal counsel for sufficiency.

- Approved
 Not Approved
 Not Applicable

Comments (if any):

Reviewed by: Laura Donaldson

Date: May 1, 2026



GREATER NAPLES FIRE RESCUE DISTRICT

ADMINISTRATIVE HEADQUARTERS

14575 Collier Boulevard • Naples, FL 34119

Phone: (239)348-7540 Fax: (239)348-7546

Chris Wolff, Fire Chief

Greater Naples Fire Rescue District
Request for Qualifications for Architect-Engineering Services
for Station #26

RFQ No. 2026-201

4/3/2026

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Section 1 Overview

The Greater Naples Fire Rescue District ("**District**") seeks to hire a qualified architectural firm ("**Consultants**") with **extensive fire station and emergency services facility experience to design the District's Station #26. The District is requesting** letters of interests from Consultants for the purpose of providing design services, including architectural services, engineering, survey, environmental analysis, geotechnical, site civil, space need analysis, and landscape design needed for Station #26 in Collier County, Florida. Consultants may submit qualifications as the prime consultant for a design team. Subconsultant firms may be included in submittals for more than one (1) design team but may not also submit qualifications at the prime consultant. Architect/engineering ("**A/E**") services furnished by the design team shall comply with Chapter 481, Florida Statutes; Chapter 61G1, Florida Administrative Code; Chapter 471, Florida Statutes; and Chapter 61G15, Florida Administrative Code.

By submitting a response to this Request for Qualifications ("**RFQ**"), a Consultant represents they have carefully read the terms and conditions of this solicitation and all attachments and addenda and agrees to be bound by them. This RFQ is not an offer to enter into a contract, but merely a solicitation to interested Consultants. Consultants **also accept and agree to the terms of the District's Procurement Policy** that can be found at www.greaternaplesfire.org.

The District has engaged an Owner's Representative for this project, who will assist the District with the oversight of this project. **The Owner's Representative is:**

Victor J. Latavish Architect, PA
300 Fifth Avenue South, Suite 221
Naples, Florida 34102
239-643-1665
Victor@Latavish.com

1.1 Project Description/Scope of Work

Station #26 is a proposed emergency services facility in East Naples on parcel ID number 00760160002 located on US 41 East Tamiami Trail, east of Collier Blvd (CR 951). The selected Consultant will provide full design services for a new single-story 6-bay District fire station to support modern fire and emergency services operations. The Project is approximately 22,800 square foot (sf) area and will include a multi-purpose training room shared with other governmental agencies. The Project shall comply with design standards established by the District, and includes installation of safety, notification, and communications systems compliant with District technology standards. Compliance with applicable NFPA and Florida Building Codes including energy conservation and hurricane resistant construction is required.

Scope of Work

The selected Consultant will be expected to provide, including but not limited to, the following services: architectural design, surveying, civil engineering, structural, mechanical, and electrical engineering, and related A/E services required for approvals, permits, bids, and construction. Proposed method of project delivery is the traditional design - competitive bid - build method. A/E services include surveying, SDP documents, 30%, 60%, 90%, and 100% Construction Documents,

opinion of probable construction cost submittals, building permit application and SDP submittals to Collier County Growth Management Division, bid and negotiation phase services, and construction administration and commissioning services.

The final design of the Project shall prioritize operational efficiency, first responder health and safety, durability, and long-term sustainability while providing an aesthetically appropriate civic presence.

The District intends to select one (1) Consultant to provide these services using the competitive negotiation procedure for professional services. The District anticipates that one (1) Consultant will manage the entire design process through self-performing or subconsultant services.

Preference will be given to Consultants with prior experience in design of fire station and emergency services facilities.

By submitting a response, Consultants represent that they have carefully read the terms and conditions of this solicitation and all attachments and Addenda and agree to be bound by them. This RFQ is not an offer to enter into a contract, but merely a solicitation to interested Consultants.

The project is described in below and in more detail in the Scope of Work provided in Exhibit A of the Agreement for Professional Services included as Attachment I (**the "Project"**).

1.1 District Background

The District is an independent special district of the State of Florida, created and operating in accordance with Chapter 2014-240, Laws of Florida, and Chapters 189 and 191, Florida Statutes, to provide emergency fire and rescue services within its service area. The District covers over 1,520 square miles encompassing Collier County School facilities, multiple industrial areas, 54 miles of interstate, over 1100 square miles of federal state, and county protected parks/preserves, and miles of intercostal shoreline and canal infrastructure.

The District owns and operates fifteen (15) fire stations in strategic locations across the District. Each station is staffed around the clock with three (3) rotating 24-hour shifts of trained fire service professionals.

The District has a policy related to the procurement of professional services, which can be found at www.greaternaplesfire.org.

1.2 Solicitation Documents

A copy of the solicitation documents may be obtained at no charge by visiting Demand Star through **the link on the District's website (www.greaternaplesfire.org)**. **Obtaining the solicitation documents** from any other source other than as stated above may result in obtaining incomplete and inaccurate information. The District has no responsibility for the accuracy, completeness, or sufficiency of any information obtained from any source other than as listed above. Persons who obtain information from any source other than as listed above may receive incomplete or inaccurate information and may not receive addenda or other revisions that may be issued.

In these solicitation documents, the terms "solicitation" and "RFQ" have the same meaning and the terms "letter of interest," "proposal" and "response" have the same meaning.

The following attachments are included in this solicitation:

- A. Design Team Qualifications Form
- B. Project Experience Form
- C. References Form

- D. Cost Control Form
- E. Public Entity Crimes Affidavit
- F. E-Verify Affidavit
- G. Human Trafficking Affidavit
- H. Breach of Contract/Non-Compliance Disclosure Form
- I. Contract, including insurance requirements

1.3 Questions and Communications

Consultants to this solicitation or persons acting on their behalf may not contact any District employee or Board member concerning any aspect of this solicitation, except in writing as provided below. Violation of this provision may be grounds for rejecting a response.

All questions concerning this solicitation must be submitted in writing via electronic mail to Andrea Brown at procurement@gnfire.org using "RFQ Question – Architect-Engineering Services for Station #26" as the subject line. Questions must be submitted on or before the deadline listed in Section 1.6, Table 1 below. The District will not answer questions submitted in any other manner or questions submitted after the deadline.

1.4 Deadlines

Deadlines for submitting questions and for submitting a response are provided in Section 1.6, Table 1. If Consultant has questions or desires to propose a change to a term or condition of this solicitation or the contract included in this solicitation, Consultant must identify its request by submitting a question by email as instructed in Section 1.3. The District may not consider proposed changes to the contract after the question submittal deadline provided below and will only make changes to the contract if it determines that it is in the best interest of the District.

1.5 Addenda

The District will post answers to questions and any revisions to this solicitation as written addenda on the District's website at www.greaternaplesfire.org. District may issue Addenda on its own initiative or in response to questions to clarify, correct, supplement, or change the solicitation documents. Only responses set forth in an Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect. Responses to questions are not part of the solicitation documents unless set forth in an Addendum that expressly modifies or supplements them. Consultants are responsible for reviewing the District's website to ensure they are aware of the latest Addenda, any changes to schedule, or other developments.

1.6 Procurement Schedule

The following is the District's schedule for this solicitation. The District may modify the scheduled dates if it determines that it is in the best interest of the District and if that occurs, the District will provide any changes by posting an Addendum.

Table 1—Procurement Schedule

<u>Event</u>	<u>Date</u>
Advertise RFQ	4/3/2026
Deadline to submit questions	4/15/2026 at 5:00 PM EST
Responses Due	4/24/2026 at 5:00 PM EST
Evaluation Committee Ranking and Shortlisting Meeting	4/27/2026 at 1:00 PM EST
Fire Chief or designee presented with ranking; upon approval by Fire Chief, fee negotiation	4/28-4/30/2026
Board meeting to approve contract	5/6/2026
Notice to Proceed	Immediately upon execution of contract by selected Consultant
Completion of Design Criteria Package	TBH

1.7 Pre-Submittal Meeting

No pre-submittal meeting will be held.

Section 2 Submittal Process

This Section provides the requirements for the submittal in response to this solicitation.

Consultants shall provide a single electronic file in searchable PDF format not to exceed 20 MB file size of the response through DemandStar through the link on **the District's website** www.greaternaplesfire.org. The response must be no more than sixty (60) pages for all requested information excluding any Section dividers. All pages must be standardized 8 ½ x 11 inches in size, margins not less than 1-inch, standard black text (except for graphics and pictures), and minimum 11-point font size for text. The response must include all documentation required by Section 4.

All responses must be submitted through DemandStar by the time and date on or before the deadline provided in Section 1.6, Table 1 above. It is the Consultant's responsibility to confirm its submission has been received.

The District will not accept responses submitted other than as prescribed in this solicitation. If the response is delivered after the established deadline or is not submitted in the designated manner, it may be rejected as nonresponsive at the sole discretion of the District. The District reserves the right to reject all responses and not grant any award resulting from this solicitation. The District also reserves the right to waive nonmaterial irregularities and technicalities. If awarded, no contract will be formed between the Consultant and the District until a contract is executed by both parties. Consultants are solely responsible for their own expenses incurred in preparing a response to this solicitation.

As provided in Subsection 119.071(1), Florida Statutes, sealed bids, proposals, or responses are exempt from public records disclosure until the District provides notice of an intended decision or until thirty (30) days after opening the bids, proposals, or final replies, whichever is earlier.

Section 3 Agreement for Professional Architect-Engineering Services Including Insurance Requirements

The Agreement for Professional Architect-Engineering Services in Attachment I of this solicitation contains minimum insurance requirements that must be satisfied by the Consultant. The response of the successful Consultant will be incorporated into the Agreement with terms that are acceptable to the District in its sole discretion. By submitting a response, Consultant agrees to all the terms and conditions of this solicitation and those included in Attachment I. The District will consider requested changes to Attachment I only if they are submitted according to the directions in Section 1.3 above. The District will not consider changes to the Agreement after the deadline for questions unless it determines that a change is in the best interest of the District.

Section 4 Response Contents

To be qualified for this Project, a Consultant must demonstrate that it has both the personnel, experience, expertise, and qualifications to provide the services described in this document. It is the Consultant's **responsibility to include information in its response to present all relevant qualifications** and other materials. The required information in the Response Contents Section is correlated with the evaluation criteria.

The Consultant must include the following information within the PDF of its response in the order listed below:

- Transmittal Letter and Consultant Profile (*Review Section 4.1 for requirements*)
- Attachment A – Design Team Qualifications Form (*Review Section 4.2 for requirements*)
- Attachment B – Project Experience Form (*Review Section 4.3 for requirements*)
- Attachment C – References Form (*Review Section 4.4 for requirements*)
- Attachment D – Cost Control Form (*Review Section 4.5 for requirements*)
- Required Forms Appendix*
 - o Attachment E – Public Entity Crimes Statement
 - o Attachment F – E-Verify Affidavit
 - o Attachment G – Human Trafficking Affidavit
 - o Attachment H – Breach of Contract/Non-Compliance Disclosure Form
- Supporting Documents Appendix*
 - o Evidence of authority to do business in Florida
 - o Professional and business licenses for the individuals and for the Consultant (copy **of Florida Architect's** license; copy of subconsultant's Florida Engineers license(s))
 - o Letters or Certificates of Insurance

4.1 Transmittal Letter and Consultant Profile

Consultants must submit a transmittal letter on the Consultant's **letterhead. It must be signed by a representative of the Consultant's team who is authorized to commit the** Consultant to the obligations contained in the response. The transmittal letter must include the name, address, phone number, and email address for the Consultant contact and must specify the Consultant's signatory to any contract documents executed with the District. The transmittal letter must include the legal form of the Consultant, e.g., partnership, corporation, joint venture (if joint venture, identify the members).

Provide a complete description of the Consultant including the following information:

- **General**
Provide general information about the Consultant, such as lines of business and service offerings, office locations, number of employees (professional and non-professional), years in business, and evidence of required licenses. Provide licenses as part of *Supporting Documents Appendix*.
- **Insurance**
In *Supporting Documents Appendix*, provide a letter or Certificate of Insurance from the Consultant's **insurance company stating its ability to acquire and provide the** minimum limits for insurance as specified in the contract provided as Attachment H.

The response must provide the following additional information pertaining to factors or events that have the potential to adversely impact the Consultant's **ability to perform its contractual** commitments.

- Disclosure of details required from Attachment A **due to Consultant's answers.**
- Statement that Consultant is aware of the requirements of Section 112.313, Florida Statutes, and it does not have a prohibited relationship with any public officer or employee of the District as provided in Section 112.313, Florida Statutes.
- Statement with a list of each numbered addendum and the date it was issued as provided below.

Addendum Acknowledgement

I acknowledge obtaining all addenda to this solicitation by completing the blanks below. Failure to acknowledge all addenda may be cause for rejection of the bid.

Addendum No. _____ Date Issued: _____

Addendum No. _____ Date Issued: _____

Addendum No. _____ Date Issued: _____

The cover letter shall not exceed more than two (2) pages total.

The Consultant must notify the District of any changes should they occur after submission of the response and before the selection process is completed (and, in the case of the selected Consultant, before executing a contract).

4.2 Attachment A – Design Team Qualifications

Consultant shall submit a completed Design Team Qualifications Form, which is provided in Attachment A. In addition, resumes must be included with Attachment A **in Consultant's** response for the proposed Architect and Engineers of Record, Project Manager, and key staff that will actually provide services and documents for the proposed project. Resumes should identify the following for each person: **team member's name, employer's** name, assigned office location, **team member's role, number of years experience, number of years with** Consultant, education, and examples of relevant experience. Resumes should also identify if the team member has experience with the Collier County SDP process and building permitting, and include approximate number and type of permits. Extensive knowledge of first responder facilities and current safety and

communication technology is necessary. Attachment A and required resumes shall not exceed more than twelve (12) pages total.

4.3 Attachment B – Project Experience

Consultant shall submit a completed Project Experience Form, which is provided for in Attachment B, for not less than three (3) completed representative projects designed by the proposed Architect, preferably fire stations, EMS, or similar essential facilities. Additional fire district experience is encouraged and may be included in a project list, project narratives, photographs, etc. Indicate the team **member's** specific experience with fire station design, apparatus bay ventilation, decontamination and bunker gear rooms, HVAC design for hot humid climates, station notification systems, low maintenance high durability materials, sustainable design, storm water management, and track record of projects submitted for permits in Collier County, Florida.

Consultants may include projects that are not yet finally completed but are well enough underway to demonstrate success. Include only projects designed and produced domestically. Do not include examples or references for projects designed by former employees or by current employees while employed at other firms without clear explanation of responsibilities. Attachment B shall not exceed more than twelve (12) pages total.

4.4 Attachment C – References

Consultant shall submit a completed Reference Form, which is provided for in Attachment C, from clients with direct knowledge of the Consultant's abilities and performance. References must be from three (3) projects from the last five (5) years that were submitted for Section 4.3. Consultant may submit additional references from fire district clients. Multiple projects for same client may be listed on single reference forms.

Consultant shall not include examples or references for projects designed by former employees or by current employees while employed at other firms without clear explanation of responsibilities. Attachment C shall not exceed more than twelve (12) pages total.

4.5 Attachment D – Cost Control

Consultant shall submit a completed Cost Control Form, which is provided for in Attachment D. Consultant shall explain the Consultant's **approach to change orders and cost control**. Consultant shall furnish copies of the final payment application and final schedule of values listing individual change orders for six (6) or more projects of similar or larger size and complexity designed by the Consultant, with three (3) projects being a Referenced Project submitted for Section 4.3. Consultant shall not include projects designed by former employees or by current employees while employed at other firms without clear explanation of responsibilities. There is no page limit.

Section 5 Evaluation and Selection Process

An Evaluation Committee (committee) will review the responses for compliance with the requirements of this solicitation and provide an evaluation of all responsive Consultants. The **committee's evaluation of proposers will be based on the specific project needs and the experience, expertise, and approach** provided in the response according to the details provided in Section 4 and the criteria listed below.

5.1 Review of Responses for Responsiveness

Contents and Timeliness. The District will review each response to determine whether it complies with the requirements provided in this solicitation including all information described in the Response Contents Section above, is timely submitted, and has the required signatures as applicable. Failure to comply with these requirements may result in the response being deemed non-responsive.

Consultants must not provide costs or billing rates with their response. Fees and billing rates will be negotiated after a Consultant is selected as provided in Subsections 287.055(4) and (5), Florida Statutes.

Minimum Requirements. Any response that fails to meet all the following minimum requirements **may be determined as "non-responsive" and will not be evaluated or scored.**

- Consultant must provide documents demonstrating that Consultant and its subcontractors are authorized to do business in the State of Florida as required by Section 607.1501, Florida Statutes.
- Consultant must provide documentation that Consultant's Project Manager is a Professional Architect licensed in Florida (**copy of Florida Architect's license; copy of subconsultant's Florida Engineers license(s)**). All license information must be active and appear on the State of Florida Department of Business and Professional Regulation website for verification.
- Consultant must provide evidence that it will meet the minimum insurance coverage required under the contract.

5.2. Evaluation Criteria

The maximum score for this solicitation is 100. The District will consider the following criteria in alignment with the Response Contents set forth in Section 4.

Criteria	Maximum Points
1. Design Team Qualifications	25
2. Project Approach/Experience/Reference Projects	25
3. References	25
4. Cost Control	25
TOTAL	100

5.3 Selection Process

Preliminary Scoring. Each member of the committee will individually review and score the responsive and responsible responses according to the criteria contained in this solicitation.

Public Meeting and Ranking. The committee will hold a public meeting to discuss their evaluation.

Scoring and ranking based on written responses. Each member of the Committee will review the responsive and responsible responses according to the evaluation criteria. The Committee will hold a public meeting to discuss and rank the responses. Each committee member may adjust his or her scores based on the discussion among the committee members. Following the discussion,

District staff will collect the adjusted scores of each committee member to develop a list of ranked Consultants. At the meeting, the District will read the list of the top ranked Consultants that may be invited to proceed to the next steps of the evaluation process. Upon approval of the ranked short-list by the Committee, the Fire Chief will be presented the rankings for approval. Negotiations will be conducted by the Fire Chief or his or her authorized designee(s), hereinafter referred to as **"District negotiators."** The District will post the list of firms in ranked order on its website.

Contract Formation. The District will then negotiate an Agreement with the top-ranked firm in accordance with Section 287.055(5), Florida Statutes. If the District is unable to negotiate a satisfactory contract with the top-ranked firm, the District will terminate negotiations with that firm and will then undertake negotiations with the second-ranked firm. The District will continue negotiations in accordance with Section 287.055(5), Florida Statutes, until an agreement is reached. Upon completing the negotiations, the Agreement will be presented to the Board for approval.

Section 6 Conditions for Consultants

6.1 Rights of the District

In connection with this procurement process, including the receipt and evaluation of responses and award of a contract, the District reserves to itself (at its sole discretion) all rights available to it under applicable law, including without limitation, with or without cause and with or without notice, the right to:

- Cancel, withdraw, postpone, or extend this solicitation, in whole or in part, at any time prior to the execution of the contract, without incurring any obligations or liabilities.
- Modify the procurement schedule.
- Waive deficiencies, informalities, and irregularities in a response and accept and review a nonconforming response.
- Suspend and terminate the procurement process or terminate evaluations of responses received.
- Permit corrections to data submitted with any response.
- Hold meetings and interviews, and conduct discussions and correspondence, with Consultants to seek an improved understanding of any information contained in a response.
- Seek or obtain, from any source, data that has the potential to improve the understanding and evaluation of the responses.
- Seek clarification from any Consultant to fully understand information provided in the response and to help evaluate and rank the Consultants.
- Reject a response containing exceptions, additions, qualifications, or conditions not called for in the solicitation or otherwise not acceptable to the District.
- Conduct an independent investigation of any information, including prior experience, included in a response by contacting references, accessing public information, contacting independent parties, or any other means.
- Request additional information from a Consultant during the evaluation of its response.

6.2 Obligation to Keep Project Team Intact

The District expects all proposed Key Personnel to be available to provide services for this project. Consultants must ensure that all Key Personnel identified in the response remain on the project Team for the duration of the procurement process and execution of the services. Following announcement of the short list, Consultants must not substitute an individual filling a Key Personnel position, except in unavoidable circumstances. In such circumstances, the Consultants must notify the District in writing, and the District may rescore, and re-rank, and thereafter decide whether the Consultant may continue to compete in the selection process.

The anticipated dates for award of the contract are set forth in Section 1.6, Table 1 of this solicitation. Key Personnel must be committed to the project for the project duration. If extraordinary circumstances require a change, Consultant must identify the requested replacement and submit the **replacement personnel's** experience (resume) in writing to the District contact, who, at its sole discretion, will determine whether to authorize a change, recognizing that certain circumstances (such as termination of employment) may occur that are beyond the Consultant's **control**. Unauthorized changes to the project team at any time during the procurement process may result in elimination of the Consultant from further consideration.

6.3 Notice of Decision and Protest Process

Failure to file a protest within the time prescribed below, or failure to post the bond or other security required by law within the time allowed for filing a bond will constitute a waiver of the right to a proceeding.

6.3.1. Notice of Protest and Formal Written Protest. The District will post notice of all District decisions concerning a competitive solicitation or award on Demand Star, which can be reached **through a link on the District's website**. By submitting a Bid to this solicitation, Bidders agree to the process for filing a protest set forth below. No time will be added to the time limits provided below for service by mail.

6.3.1.1. Protest of terms, conditions, or specifications of a solicitation

With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods for ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within seventy-two (72) hours after the posting of the solicitation. The formal written protest shall be filed within ten (10) days after the date the notice of protest is filed.

6.3.1.2. Protest of the District's decision or intended decision

Any person who is adversely affected by the District's decision or intended decision shall file with the District a notice of protest in writing within seventy-two (72) hours after the posting of the notice of decision or intended decision. The formal written protest must be filed within ten (10) days after the date the notice of protest is filed.

6.3.2. Contents of Formal Written Protest. The formal written protest must be printed or typewritten, and shall contain:

1. The name and address of the person or firm filing the protest and an explanation of how the person or firm is adversely affected;
2. A statement of how and when the competitive solicitation, or notice of District decision or intended decision was received;

3. A statement of all disputed issues of material fact, and if there are none, a statement so indicating;
4. A concise statement of the ultimate facts alleged, as well as the rules or statutes which entitle the protestor to relief;
5. A demand for relief; and
6. Any other information material to the protest.

6.3.3. **Filing.** All notice of protests and formal written protests shall be filed with the District at **the District's Administrative Headquarters, 14575 Collier Blvd., Naples, FL 34119, Monday through Friday, excluding holidays, during normal business hours. Filings may be submitted via hand delivery, U.S. Mail, or other delivery/courier service. Filings will not be accepted via email. A notice of protest is not timely filed unless received by the District within the prescribed time limit.** Failure to file a notice of protest, if required, or a formal written protest within the time prescribed in these instructions shall constitute a waiver of all claims.

6.3.4. **Protest Bond.** The District requires that any person who files an action protesting a decision or intended decision of the District, shall at the time of filing the formal written protest provide a bond payable to the District, in an amount equal to one percent (1%) of the estimated contract amount. Failure to post the bond at the time of filing the written protest will constitute a waiver **of a person's right to challenge the District's action.** The District adopts the requirements set forth in Subsection 287.042(2)(c), Florida Statutes as it may be amended from time to time.

6.3.5. **Stay of Procurement.** Upon receipt of a formal written protest that has been timely filed, the bid solicitation or contract award process will be stayed until the subject of the protest is resolved by final action by the Board of Commissioners, unless the Fire Chief, with the concurrence of the Board, sets forth in writing particular facts and circumstances that require the continuation of the contract solicitation process through award without delay in order to avoid an immediate and serious threat **or loss to the public health, safety, property, or welfare. The District will provide notice that a solicitation has been stayed either electronic mail or U.S. mail to all Bidders.**

6.3.6. **Resolution of Formal Written Protest.** The Fire Chief, or his or her designee, shall consider **and investigate all written protests in a timely manner. The District will provide an opportunity for the protestor to meet with the Fire Chief, or his or her designee, to resolve the protest by mutual agreement within seven (7) days, excluding Saturday, Sunday, and holidays, of receipt of a formal written protest. The District may grant extensions of time to conduct this meeting for good cause shown.**

If the subject of a protest is not resolved pursuant to this meeting, the Fire Chief shall state in **writing that there was no resolution. The Fire Chief will make a recommendation to the Board of Commissioners, and the Board of Commissioners will then make a final decision to either uphold the recommendation, reject the recommendation, and send it back for further action, reject all proposals, or do something other than what the Fire Chief has recommended.**

6.4 Other Legal Matters

6.4.1. **Scrutinized Companies.** By submitting a response to this solicitation, Consultant certifies that it is in compliance with Section 287.135, Florida Statutes. Consultant certifies that it is not on this list of Scrutinized Companies that Boycott Israel and is not engaged in a boycott of Israel. For contracts for goods or services of \$1 million or more, Consultant certifies that (1) it is not on any of the following lists: Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Terrorism Sectors created pursuant to Section 215.473, Florida Statutes, and (2) it is not engaged in business operations in Cuba or Syria. Consultant acknowledges the remedies

provided in Subsection 287.135(5), Florida Statutes, against anyone found to have submitted a false certification including civil penalties.

6.4.2. Public Entity Crimes. Consultant understands the requirements of Sections 287.132 and 287.133, Florida Statutes, certifies that it is not on the convicted vendor list for public entity crimes maintained by the Florida Department of Management Services. Consultant certifies that it is in full compliance with Sections 287.132 and 287.133, Florida Statutes, and will notify the District if it becomes non-compliant. Consultant has provided a Public Entity Crimes statement, Attachment E, with its response to this solicitation.

6.4.3. E-Verify. Section 448.095, Florida Statutes, requires that consultants, contractors, subconsultants, and subcontractors for a public agency must register with and use the E-Verify system to verify the work authorization status of all new employees. By submitting a response to this solicitation Consultant certifies that it does not employ, contract with, or subcontract with any unauthorized aliens, is in compliance with Section 448.095, Florida Statutes, and if selected, will comply with the requirements in the contract concerning E-Verify. Consultant has provided an E-Verify Affidavit, Attachment F, with its response to this solicitation.

6.4.4. Human Trafficking Affidavit. By submitting a response to this solicitation, Consultant certifies that it does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, and if selected, Consultant will submit an affidavit attesting to its compliance when it executes the contract with the District. Consultant has provided a Human Trafficking Affidavit, Attachment G, with its response to this solicitation.

6.4.5. Responsible Vendor Determination. Consultant is hereby notified that Section 287.05701, Florida Statutes, provides that the District may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor and **may not give preference to a vendor based on the vendor's social, political, or ideological interests.**

6.4.6. Public Records. Once opened, all responses will become the property of the District and, at the sole discretion of the District, may not be returned to Consultant. Any information, reports, or other materials given to, prepared, or submitted in response to this solicitation will be subject to the provisions of the Public Records Act, Chapter 119, Florida Statutes. Any Consultant claiming that its response contains information that is exempt from Chapter 119, Florida Statutes, must clearly segregate and mark that specific information and provide the specific statutory citation for such exemption. Consultants are solely responsible for defending any claimed exemption from disclosure under Chapter 119, Florida Statutes. Subsection 119.071(1)(b), Florida Statutes, exempts sealed responses from inspection, examination, and duplication until such time as the District issues a notice of intended decision or within 30 days after opening the responses, whichever is earlier. This exemption is not waived by the public opening of the responses. **ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THIS SOLICITATION MAY BE DIRECTED TO THE DISTRICT'S PUBLIC RECORDS CUSTODIAN AT PUBLICRECORDS@GNFIRE.ORG; OR BY MAIL AT 14575 COLLIER BLVD., NAPLES, FL 34119; OR BY PHONE AT 239-348-7540.**

6.4.7. Cooperation with Inspector General. Consultant agrees to comply with Section 20.055(5), Florida Statutes, and will cooperate with the inspector general in any investigation, audit, inspection, review, or hearing.

ATTACHMENT A – DESIGN TEAM QUALIFICATIONS FORM

ARCHITECTURAL FIRM _____
Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Architect's Office Address: _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No of Licensed Architects: _____ Total No. of Staff: _____

Project Architect's Name: _____

Florida License No. _____ Year Licensed: _____

Total Years Experience: _____ Years with Firm: _____

Degree/ University/ Year: _____

No. years experience obtaining permits in Collier County, Florida: _____

Is this person the proposed Florida Architect of Record? (Y/N) _____

Project Managers Name: _____

Total Years Experience: _____ Years with Firm: _____

Degree/ University/ Year: _____

The following questions apply to the entire firm:

Answer Yes or No to the following questions.

If answer is No, provide details in the **Consultant's Cover Letter required by Section 4.1.**

Are all staff W2 Employees? _____ All located in US? _____

Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.

If answer is Yes, provide details in **the Consultant's Cover Letter as required by Section 4.1.**

Except Engineers, are any proposed services by 1099 contractors? _____

In the last 5 years has the Consultant withdrawn from a project? _____

In the last 5 years has the Consultant been fired or released from a project? _____

In the last 5 years has the Consultant been involved in any lawsuit? _____

In the last 5 years has the Consultant been acquired or merged? _____

Duplicate this page if the Consultant proposes to associate with another Architectural firm for any portion of A/E services, and explain in **the Consultant's Cover Letter required by Section 4.1.** If the Consultant **replies "yes" to lawsuit, please complete** Attachment H.

CIVIL ENGINEERING FIRM _____

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project **Engineer's Office Address:** _____

Entity Structure and State: _____

Request for Qualifications for Architect-Engineering Services
for Station #26

Is this a Branch Office (Y/N) _____ Year Established: _____
No. of Licensed Engineers: _____ Total No. of Staff: _____
Project **Engineer's Name:** _____
Degree/ University/ Year: _____
Florida License No. _____ Year Licensed: _____
No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.
If answer is No, provide details in **the Consultant's Cover Letter required by Section 4.1.**
Are all staff W2 Employees? _____ All located in US? _____
Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.
If answer is Yes, provide details in **the Consultant's Cover Letter required by Section 4.1.**
Are any proposed services by 1099 contractors? _____
In the last 5 years has the Consultant withdrawn from a project? _____
In the last 5 years has the Consultant been fired or released from a project? _____
In the last 5 years has the Consultant been involved in any lawsuit? _____
In the last 5 years has the Consultant been acquired or merged? _____

STRUCTURAL ENGINEER _____
Main Office Address: _____
The following section applies only to office where project will be designed and produced:
Project **Engineer's Office Address:** _____
Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____
No. of Licensed Engineers: _____ Total No. of Staff: _____
Project **Engineer's Name:** _____
Degree/ University/ Year: _____
Florida License No. _____ Year Licensed: _____
No. of years experience obtaining permits in Collier County Florida: _____

Answer Yes or No to the following questions.
If answer is No, provide details in **the Consultant's Cover Letter required by Section 4.1.**
Are all staff W2 Employees? _____ All located in US? _____
Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.
If answer is Yes, provide details in **the Consultant's Cover Letter required by Section 4.1.**
Are any proposed services by 1099 contractors? _____
In the last 5 years has the Consultant withdrawn from a project? _____
In the last 5 years has the Consultant been fired or released from a project? _____
In the last 5 years has the Consultant been involved in any lawsuit? _____
In the last 5 years has the Consultant been acquired or merged? _____

MECHANICAL ENGINEER FIRM _____

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project **Engineer's Office Address:** _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No. of Licensed Engineers: _____ Total No. of Staff: _____

Project **Engineer's Name:** _____

Degree/ University/ Year: _____

Florida License No. _____ Year Licensed: _____

No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.

If answer is No, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are all staff W2 Employees? _____ All located in US? _____

Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.

If answer is Yes, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are any proposed services by 1099 contractors? _____

In the last 5 years has the Consultant withdrawn from a project? _____

In the last 5 years has the Consultant been fired or released from a project? _____

In the last 5 years has the Consultant been involved in any lawsuit? _____

In the last 5 years has the Consultant been acquired or merged? _____

ELECTRICAL ENGINEER FIRM _____

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project **Engineer's Office Address:** _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No. of Licensed Engineers: _____ Total No. of Staff: _____

Project **Engineer's Name:** _____

Degree/ University/ Year: _____

Florida License No. _____ Year Licensed: _____

No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.

If answer is No, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are all staff W2 Employees? _____ All located in US? _____

Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.

If answer is Yes, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are any proposed services by 1099 contractors? _____

In the last 5 years has the Consultant withdrawn from a project? _____

In the last 5 years has the Consultant been fired or released from a project? _____

In the last 5 years has the Consultant been involved in any lawsuit? _____

In the last 5 years has the Consultant been acquired or merged? _____

SURVEYOR FIRM _____

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project **Engineer's Office Address:** _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No. of Licensed Engineers: _____ Total No. of Staff: _____

Project **Engineer's Name:** _____

Degree/ University/ Year: _____

Florida License No. _____ Year Licensed: _____

No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.

If answer is No, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are all staff W2 Employees? _____ All located in US? _____

Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.

If answer is Yes, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are any proposed services by 1099 contractors? _____

In the last 5 years has the Consultant withdrawn from a project? _____

In the last 5 years has the Consultant been fired or released from a project? _____

In the last 5 years has the Consultant been involved in any lawsuit? _____

In the last 5 years has the Consultant been acquired or merged? _____

As Applicable

SUBCONSULTANT FIRM _____

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project **Engineer's Office Address:** _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No. of Licensed Engineers: _____ Total No. of Staff: _____

Project **Engineer's Name:** _____

Degree/ University/ Year: _____

Request for Qualifications for Architect-Engineering Services
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Florida License No. _____ Year Licensed: _____
No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.

If answer is No, provide details in **the Consultant's Cover Letter required by Section 4.1.**

Are all staff W2 Employees? _____ All located in US? _____
Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions. If answer is Yes, provide details in the **Consultant's Cover Letter required by Section 4.1.**

Are any proposed services by 1099 contractors? _____
In the last 5 years has the Consultant withdrawn from a project? _____
In the last 5 years has the Consultant been fired or released from a project? _____
In the last 5 years has the Consultant been involved in any lawsuit? _____
In the last 5 years has the Consultant been acquired or merged? _____

Resumes required to be submitted with this attachment for the proposed Architect and Engineers of Record, Project Manager, and key staff that will actually provide services and documents for the proposed project should identify the following for each person: **team member's name, employer's name, assigned office location, team member's role, number of years experience, number of years with Consultant, education, and examples of relevant experience.** Resumes should also identify if the team member has experience with the Collier County SDP process and building permitting, and include approximate number and type of permits.

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: _____
Project Location: _____
Client: _____
Client Representative & Email: _____
Design Architect: _____
Architect of Record: _____
Project Manager: _____
Construction Administrator: _____
Civil Engineer / Firm: _____
Structural Engineer / Firm: _____
Mechanical Engineer / Firm: _____
Electrical Engineer / Firm: _____
Year Designed: _____ Year Completed: _____
Building Construction Cost: \$ _____ Project Size (SF): _____
Building Constr. Cost per SF \$ _____ No. of Bays: _____
Construction Change Orders \$ _____ **No. of CO's.:** _____
Construction Change Orders as percentage of Construction Cost: _____
Contractor's Name/ City: _____

Method of Project Delivery (indicate Yes where applicable):
Design-Competitive Bid-Build: _____ Design-Build: _____
Public-Private Partnership: _____ Constr. Manager: _____

Project Narrative or Photo:

ATTACHMENT C – REFERENCE FORM

Use this form for not less than three (3) clients, with the references from three (3) projects from the last five (5) years.

This section is to be completed by the Consultant:

Consultant's Name: _____
Architect's Name: _____
Project Name: _____
Location: _____ Year Completion: _____
Construction Cost: _____ Project Size (SF): _____

This section is to be completed by Consultant's Client:

Please complete, sign, date, and return the Reference Form to the Consultant listed above.

Organization Name: _____
Reference Name and Title: _____
Phone Number: _____ Email: _____

Please indicate Yes or No if you were directly involved with the project and familiar with the Consultant during the following activities:

Architect Selection: _____ Design Phase: _____
Construction Phase: _____ Building User: _____

On a scale of 1 to 10 with 1 being poor performance and 10 being exemplary, please evaluate the following (answer N/A if you were not directly involved)

Did the firm adhere to an agreed schedule? _____

Did the design satisfy functional requirements? _____

Did the professional services and design exceed your expectations? _____

Would you hire the same Consultant again for a similar project? _____

Comments: _____

Please include additional pages if necessary.

Signature

Date

ATTACHMENT D – COST CONTROL FORM

Does the firm utilize any of the following? (please indicate Yes or No as applicable):

Construction cost estimating consultant available for this project: _____

Staff trained in construction cost estimating and available for this project: _____

Full-time construction cost estimator on staff and available for this project: _____

Were any of the above used for the projects listed in Attachments B and C? _____

If answering Yes, list the project name, staff name, and services provided: _____

Does the firm utilize or provide any of the following? (please indicate Yes or No as applicable):

Revit or other software utilized for quantity takeoffs and estimates: _____

Value Engineering evaluation reports with alternatives and recommendations: _____

Architect's opinion of probable construction cost (OPC) for each project: _____

Constructability reviews for 30%, 60%, 90%, and 100% contract documents: _____

Were any of the above provided for the projects in Attachments B and C? _____

If answering Yes, attach copies of OPC and reports to substantiate responses, and include any other **relevant data that demonstrates the firm's ability to deliver projects within established budgets.**

Complete the following for each of the three (3) projects listed in Attachments B and C,

Project 1 Name, City State: _____

Total Building Area (SF) _____

Architects OPC \$ _____

Initial Construction Contract Amt \$ _____

Total Change Orders \$ _____

Final Construction Contract Amt \$ _____

Project 2 Name, City State: _____

Total Building Area (SF) _____

Architects OPC \$ _____

Initial Construction Contract Amt \$ _____

Total Change Orders \$ _____

Final Construction Contract Amt \$ _____

Project 3 Name, City State: _____

Total Building Area (SF) _____

Architects OPC \$ _____

Initial Construction Contract Amt \$ _____

Total Change Orders \$ _____

Final Construction Contract Amt \$ _____

Attach Final Schedule of Values for each project listed above.

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Complete the following for not less than six (6) additional projects, preferably Fire Station/EMS facilities of similar size and complexity.

Project 4 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Project 5 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Project 6 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Project 7 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Project 8 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Project 9 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Project 10 Name, City State: _____
Client Name, Contact: _____
Total Building Area (SF) _____
Initial Contract Amount \$ _____
Total Change Order Amount \$ _____

Attach Final Schedule of Values for each project listed above.

ATTACHMENT E - PUBLIC ENTITY CRIMES STATEMENT

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

- 1) This sworn statement is submitted to the Greater Naples Fire Rescue District by _____
_____ for

(Print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____).

- 2) I understand that a “public entity crime” as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Section 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as defined in Section 287.133(1)(a), Florida Statutes, means:
- a) A predecessor or successor of a person convicted of a public entity crime; OR
- b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a “person” as defined in Section 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management

of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies.)**

 Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the Final Order.)**

I UNDERSTAND THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature) (Date)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _day of _____, 2026 by _____ as _____ of _____, a _____ company organized under the laws of the State of _____, on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public
Name (Printed) _____

(Printed typed or stamped Commissioned name of Notary Public)

My commission expires _____.

ATTACHMENT F – E-VERIFY AFFIDAVIT

Pursuant to Section 448.095, Florida Statutes, beginning January 1, 2021, Consultant shall register with and use the U.S. Department of Homeland Security's E-Verify system, (<https://e-verify.uscis.gov/emp>) to verify the work authorization status of all Consultant employees hired on and after January 1, 2021. Additionally, Consultant shall require all subconsultants performing work under this Agreement to use the E-Verify system for any employees hired on and after January 1, 2021. Consultant must provide evidence to the Authority of compliance with Section 448.095, Florida Statutes, prior to entering the Agreement

Affidavit

I hereby certify that _____(Contract holder) does not employ, contract with, or subcontract with any unauthorized aliens, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021, have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____(Contract holder) proof of registration in the E-Verify system is attached to this Affidavit.

Signature Date

Print Name

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 2026 by _____ as _____ of _____, a _____ company organized under the laws of the State of _____, on behalf of the company, who is personally known to me or has produced _____ as identification.

My commission expires _____.

Notary Public
Name (Printed) _____
(Printed typed or stamped Commissioned name
of Notary Public)

ATTACHMENT G – HUMAN TRAFFICKING AFFIDAVIT

HUMAN TRAFFICKING AFFIDAVIT SECTION 787.06, FLORIDA STATUTES

Before me, the undersigned authority, personally appeared _____
_____, whom after being duly sworn, deposes and states:
(Affiant)

1. My name is _____ and I am over eighteen years of age. The following information is given from my own personal knowledge.

2. I am an officer or representative with _____, a non-governmental entity. I am authorized to provide this affidavit on behalf of _____.

3. The non-governmental entity, _____, does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

FURTHER AFFIANT SAYETH NOT.

_____, 2026

(Affiant)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 2026 by _____ as _____ of _____, a _____ company organized under the laws of the State of _____, on behalf of the company, who is personally known to me or has produced _____ as identification.

My commission expires _____.

Notary Public
Name (Printed) _____
(Printed typed or stamped Commissioned name
of Notary Public)

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT H — BREACH OF CONTRACT/NON-COMPLIANCE DISCLOSURE

ALLEGED NEGLIGENCE/BREACH OF CONTRACT/NON-COMPLIANCE WITH GOVERNMENTAL REGULATION FORM

Please fill in the form below. Provide details for each incident of alleged negligence, breach of contract or non-compliance with governmental regulation that has occurred over the past 5 years. Examples of non-compliance with governmental regulation include but are not limited to zoning violations, code enforcement violations, civil or criminal citations, denial, or revocation of permits. Provide details for all entities currently or previously owned in whole or in part by the proposer in the last 5 years.

Please complete in chronological order with the most recent incident starting on page 1. Please do not modify this form (expansion of spacing allowed) or submit your own variation.

Company Name: _____

Type of Incident <i>Alleged Negligence, Breach of Contract, or Non-Compliance</i>	Incident Date And Date Filed	Plaintiff <i>(Company, person, entity acted against your company or state. If your company initiated the action)</i>	Case Number	Court <i>(Name of State and County)</i>	Project <i>(Address and Name)</i>	Allegation <i>(Stated reason your company was accused of negligence, breach of contract or non- compliance of governmental regulation or the allegations your company made)</i>	Final Outcome <i>(Who prevailed and how)</i>

Make as many copies of this sheet as necessary to **provide a 5-year history** of the requested information. If there is no action pending or action taken in the last 5 years, complete the **company name** and write **"NONE"** in the first **"Type of Incident"** box of this page and return with your proposal package. This form should also include the primary partners listed in your response. Do not include litigation with your company as the plaintiff. Final outcome should include who prevailed and what method of settlement was made. If a monetary settlement was made the amount may remain anonymous.

Proposals may be declared "non-responsive" due to omissions of "Negligence or Breach of Contract" on this disclosure form. Additionally, proposals may be declared "not responsible" due to past or pending lawsuits that are relevant to the subject procurement such that they call into question the ability of the proposer to assure good faith performance.

Page Number: _____ of _____ Total pages

ATTACHMENT I – AGREEMENT FOR PROFESSIONAL ARCHITECT- ENGINEERING SERVICES

Please note this agreement is subject to change upon consultant negotiations:

Agreement for Professional Architect-Engineering Services

This Agreement for Professional Architect-Engineering Services is made by and between the Greater Naples Fire Rescue District, an independent special district of the State of Florida existing under Chapters 189 and 191, Florida Statutes (“District”), and _____ (“Consultant”), a _____ and authorized to do business in the State of Florida.

Background

- A. The District desires to retain Consultant to design a new Fire Station #26 and oversee construction of the new fire station, as described in the Scope of Services (“Project”), attached as **Exhibit A**.
- B. The District has selected Consultant in accordance with a competitive procurement process as described in section 287.055, Florida Statutes, and applicable Law.
- C. Consultant desires to provide the professional services required by the District as hereinafter defined.

Terms and Conditions

1. **Background and Exhibits**. The background provided above and the following exhibits that are attached, are part of this Agreement. The Request for Qualifications No. 2026-201 for Architect-Engineering Services for Station #26 (the “RFQ”) and the Consultant’s response to it on file with the District are also part of this Agreement.

Exhibit A – Scope of Services

Exhibit B – Compensation (including rates for professionals)

Exhibit C – Human Trafficking Affidavit

Exhibit D – RFQ, including any addenda, and the Consultant’s Response

2. **Definitions**. The following terms as used in this Agreement shall have the following meanings:
 - 2.1. Agreement – This written document, as it may be amended from time to time.
 - 2.2. Law – All laws, statutes, rules, regulations, ordinances, codes, and/or orders applicable to the Services.
 - 2.3. Project – The project described in the **Exhibit A**.

- 2.4. Services – The services described in **Exhibit A**, as well as all obligations, duties, and responsibilities required of Consultant under this Agreement. The term “Services” also includes all Additional Services that are subsequently authorized in writing by the District.
- 2.5. Additional Services – As described in paragraph 11 of this Agreement, any services that are authorized by the District in a written amendment after this Agreement is executed.
- 2.6. Subconsultant – All contractors, subcontractors, consultants, subconsultants, suppliers, experts and other entities retained by Consultant to perform or provide any portion of the Services required hereunder.

- **Effective Date and Term.** This Agreement will become effective on the last date all the parties have executed it, as demonstrated by the date under the signatures on the signature page and will remain effective for three (3) years unless it is sooner terminated in accordance with the procedures set forth herein.

3. **Compensation.**

- **Compensation for Services and Expenses.** For the timely and proper performance of the Services, the District shall pay Consultant the compensation set forth in **Exhibit B**. The District shall reimburse Consultant for travel expenses (other than expenses which are included in lump sum payment items) consistent with Section 112.061, Florida Statutes, provided Consultant submits appropriate documentation substantiating the expense and certifies that such claimed expense is true and correct as to every material matter. Consultant shall honor a claim for refund by the District if the reimbursement is more than the limits imposed in Section 112.061, Florida Statutes. All other expenses shall be reimbursed in accordance with **Exhibit B-1**. The maximum compensation provided in **Exhibit B-1** shall not be exceeded unless approved in writing by the District.

- 3.1. **Accuracy of Rates and Unit Costs.** Consultant hereby certifies that the wage rates and other unit costs supporting the compensation are accurate, complete, and current upon the Effective Date of this Agreement. The District will adjust any compensation to be paid under this Agreement, both as set forth in **Exhibit B-1** or for any Additional Services authorized in writing by the District, to exclude any significant sums the District determines were increased due to inaccurate, incomplete, or noncurrent wage rates or other unit costs. The District may make any such adjustment to compensation within one (1) year of the expiration or termination of this Agreement.

4. **Consultant’s Representations and Warranties.** Consultant represents and warrants to the District as follows:

- 4.1. **Conducting Business in Florida.** Consultant is duly authorized to conduct business in the State of Florida.
- 4.2. **Authority.** Consultant has the full power and authority to execute and deliver this

Agreement and to incur and perform the obligations provided for herein, all of which have been duly authorized by all proper and necessary actions of the governing entity of Consultant.

- **Accuracy of Response.** All the information provided by Consultant in response to the RFQ was true and accurate when Consultant submitted it to the District and has not materially changed as of the Effective Date of this Agreement.
- 4.3. **Understanding of Agreement.** Consultant has familiarized itself with and understands this Agreement, the Project, the Services, the Law, the site, and all local conditions that may affect Consultant's performance of this Agreement, including Consultant's compensation and the performance or furnishing of the Services.
- 4.4. **Discrepancies.** Consultant has reviewed all available information and data shown or indicated in this Agreement and has given the District written notice of all conflicts, errors, ambiguities, or discrepancies that it has discovered and the District's written resolution thereof, if any, is acceptable to Consultant.
- 4.5. **Expertise.** Consultant has special expertise in the type of professional services to be provided under this Agreement and Consultant acknowledges that such representations were a material inducement to the District to enter into this Agreement with Consultant.
- 4.6. **Valid Agreement.** This Agreement is a valid, binding, and enforceable obligation of Consultant, and does not violate any law, rule, regulation, contract, or agreement otherwise enforceable by or against Consultant except as it may be limited by bankruptcy, insolvency, reorganization, or other similar laws affecting the rights of creditors generally.
- 4.7. **Scrutinized Companies.** Consultant certifies that it is in compliance with section 287.135, Florida Statutes, and agrees that the District may terminate this Agreement if Consultant is found to be out of compliance with it. Consultant certifies that it is not on this list of Scrutinized Companies that Boycott Israel and is not engaged in a boycott of Israel. For contracts for goods or services of \$1 million or more, Consultant also certifies that (1) it is not on any of the following lists: Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in Iran Terrorism Sectors created pursuant to section 215.473, Florida Statutes, and (2) it is not engaged in business operations in Cuba or Syria. Consultant acknowledges the remedies provided in subsection 287.135(5), Florida Statutes, against anyone found to have submitted a false certification including civil penalties.
- 4.8. **Public Entity Crimes.** Consultant understands the requirements of sections 287.132 and 287.133, Florida Statutes. Neither Consultant nor any of its affiliates are currently on the convicted vendor list for public entity crimes maintained by the Florida Department of Management Services and neither of them has been on the convicted vendor list within the past thirty-six (36) months. Consultant is in full compliance with sections 287.132 and 287.133, Florida Statutes, will remain in compliance with them throughout the term of this Agreement, and will notify the District if it becomes non-

compliant.

- 4.9. **E-Verify.** Consultant is in compliance with section 448.095, Florida Statutes. As required by subsection 448.095(5)(a), Florida Statutes, Consultant has registered with and uses the E-Verify System to verify the work authorization status of all newly hired employees. As required by subsection 448.095(5)(b), Florida Statutes, Consultant shall require any subcontractors to provide the Consultant with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Consultant shall maintain a copy of such affidavit for the duration of the Agreement.
- 4.10. **Affidavit concerning Human Trafficking.** Consultant has complied with section 787.06, Florida Statutes, and has provided an affidavit attached as **Exhibit C**.
- 4.11. **Truth-in Negotiation.** Consultant's execution of this Agreement constitutes a truth-in-negotiation certificate certifying that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting as required by subsection 287.055(5)(a), Florida Statutes. Consultant will continuously comply with subsection 287.055(5)(a), Florida Statutes, and will adjust the original contract price and any additions thereto to exclude any significant sums by which the District determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments must be made within one (1) year following the end of the Agreement.
- 4.12. **No Contingent Fees.** As required by subsection 287.055(6), Florida Statutes, Consultant represents and warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for the architect (or registered surveyor and mapper, or professional engineer, as applicable) to solicit or secure this Agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the architect (or registered surveyor and mapper or professional engineer, as applicable) any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. If Consultant breaches or violates this provision, the District has the right to terminate this Agreement without liability and, at its discretion, to deduct from Consultant's compensation, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.
- 4.13. **Cooperation with Inspector General.** Consultant agrees to comply with section 20.055(5), Florida Statutes, and will cooperate with the inspector general in any investigation, audit, inspection, review, or hearing.

5. Consultant's Responsibilities.

- 5.1. **Performance of Services.** Consultant shall perform the Services upon the terms and conditions set forth in this Agreement.
- 5.2. **Changes.** Consultant shall immediately notify the District if anything changes regarding

Consultant's representations and warranties contained in this Agreement.

- 5.3. **Resources.** Consultant shall secure and maintain an adequate and competent staff of professionals and all facilities and equipment required to perform the Services.
- 5.4. **Key Personnel.** Consultant must not remove any key personnel or Subconsultants assigned to the Project without the prior written approval of the District. All key personnel shall be available to the Project on a full-time basis, except as otherwise expressly approved in writing by the District. Such key personnel are as follows:

[insert key personnel]

- 5.5. **Objectionable Employees.** If at any time during the term of this Agreement, the District notifies Consultant in writing that any of Consultant's employees or the employees of any Subconsultant are objectionable to the District, Consultant shall remove or have the Subconsultant remove the objectionable employee from the Project and not reemploy the objectionable employee on any portion of the Services.
- 5.6. **Consultant's Representative.** Consultant shall designate in writing a single representative with the authority to transmit instructions, receive information, interpret, and deliver Consultant's policy and decisions related to the Services and bind Consultant with respect to any matter arising out of or relating to this Agreement.
- 5.7. **Information Related to the Services.** Consultant shall obtain and review all information and data which relates to the Services or which Consultant may reasonably anticipate may affect cost, scheduling, progress, performance or furnishing of the Services, including, but not limited to, information and data related to the Project work of others under separate contracts, to the extent that such work may interface with the Services hereunder.
- 5.8. **Status Reports and Inspections.** Consultant shall routinely and continuously advise the District of the status of the Project, and the Services of Consultant. The District and its authorized representatives have the right to visit the site and Consultant's office at any reasonable time Consultant to inspect the Services or any of the drawings or documents of Consultant. Consultant shall maintain documents obtained or generated under this Agreement and make them available upon request by the District during the term of this Agreement and for three years after its termination. In addition to the documents and reports contemplated in **Exhibit A**, Consultant shall, at no cost to the District, deliver to the District copies of all other Project documents and/or reports under Consultant's possession or control that the District may request from time to time.
- 5.9. **Coordination with Others.** Consultant shall cooperate with other architects, engineers, consultants, construction contractors, and suppliers retained by the District and assist the District with the coordination of those various projects, work, and services. Consultant shall review all information and attend all meetings as shall be reasonably necessary to accomplish the coordination of those various projects, work, and services,

and eliminate any problems where the projects, work or services interface with the Project or Services.

- 5.10. **Laws.** Consultant shall secure all licenses or permits required by Law for the performance of the Services and shall comply with all Laws in effect at the time of the execution of this Agreement and the time of performance of the Services.
- 5.11. **No Discrimination.** Consultant shall comply with Title VII of the Civil Rights Act of 1964, as amended, and the Florida Civil Rights Act of 1992. Consultant shall not discriminate in any form or manner against its employees or applicants for employment on the basis of race, color, national origin, religion, sex, age, handicap, or marital status. Further, Consultant shall comply with all applicable rules, regulations or executive orders promulgated to give effect to the Civil Rights Act of 1964, as amended.
- 5.12. **Notice of Claims.** Consultant shall immediately notify the District if it becomes aware of any circumstances that may reasonably give rise to any claim against the District for Services performed under or related to the Services performed under this Agreement.
- 5.13. **No Conflicts of Interest.** Consultant will not contract for or accept employment for the performance of any work or services with an individual, business, corporation, or government unit that would create a conflict of interest in the performance of its obligations under this Agreement.
- 5.14. **Liability.** Pursuant to section 558.0035, Florida Statutes, Consultant is a business entity and its design professional(s) is not individually liable for damages resulting from negligence occurring within the course and scope of this contract.

PURSUANT TO THIS SECTION, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

6. **District's Responsibilities.**

- 6.1. **Applications for Payment.** The District shall review and consider, in a reasonably prompt and thorough fashion, all applications for payments, reports, schedules, estimates, drawings, proposals or other documents presented to the District by Consultant and shall inform Consultant of the District's decisions or otherwise take appropriate action within a reasonable time to not unreasonably delay the Services of Consultant.
- 6.2. **District's Representative.** The District has designated the Owner's Representative in accordance with paragraph 7.4.2 as the District's single representative who has the authority to transmit instructions, receive information and interpret and deliver the District's policy and decisions pertinent to the Services.

6.3. **Existing information.** Upon Consultant's specific request, the District shall cooperate in providing to Consultant, all existing and available studies, reports, surveys, and other information and data regarding the Project to the extent such items are in the District's possession and the District has actual knowledge of their existence and location. Despite any other provision of this Agreement, the District does not represent or warrant the accuracy or completeness of any such items, unless it is expressly noted otherwise in writing on such item.

6.4. **Owner's Representative.**

6.4.1. The District has engaged an Owner's Representative for this Project, who will assist the District with the oversight of this Project. The Owner's Representative is:

Victor J. Latavish Architect, PA
300 Fifth Avenue South, Suite 221
Naples, Florida 34102
239-643-1665
Victor@Latavish.com

6.4.2. The Owner's Representative will be the District's representative during the term of this Agreement.

6.4.3. Neither Owner's Representative's authority or responsibility under any provision of this Agreement, nor any decision made by Owner's Representative in good faith either to exercise or not exercise such authority or responsibility, or the undertaking, exercise, or performance of any authority or responsibility by Owner's Representative, will create, impose, or give rise to any duty in contract, tort, or otherwise owed by Owner's Representative to Consultant, its subconsultants, suppliers, or sureties, or to any employee or agent of any of them.

6.4.4. Owner's Representative will not supervise, direct, control, or have authority over or be responsible for Consultant's means, methods, techniques, sequences, or procedures and programs, or for any failure of Consultant to comply with laws and regulations applicable to the performance of the Services. Owner's Representative will not be responsible for Consultant's failure to perform the Services in accordance with the Agreement.

6.4.5. The District and Consultant shall endeavor to communicate with each other through the Owner's Representative about matters arising out of or relating to the Agreement. Communications by and with the Owner's Representative's consultants must be through the Owner's Representative. Communications by and with Consultant's subconsultants must be through the Consultant. Communications by and with other District contractors must be through the District.

7. **Change of Plan.**

7.1. **District's Right.** The District has the absolute right to terminate, suspend, or amend the Services or the Project at any time and for any reason, and such action on its part

shall not be deemed a default or breach of this Agreement. Any such termination, suspension, or amendment shall be in writing.

- 7.2. **Remedies.** If the Services or Project is entirely or partly suspended for one or more periods of time Consultant will have no claim for compensation for the suspended period(s) or any other additional compensation. Upon resumption of the Services or Project, Consultant shall resume the Services until the Services are completed in accordance with this Agreement, and the time for completion of the Services which were suspended shall be extended for the period of the suspension.

8. **Termination of Agreement.**

- 8.1. **Termination for Convenience.** The District has the right to terminate this Agreement, in whole or in part without cause upon written notice to Consultant. In such event, Consultant's sole and exclusive recovery against the District will be limited to that portion of Consultant's compensation earned to the date of termination, together with any costs reasonably incurred by Consultant that are directly attributable to the termination. The Consultant shall not be entitled to any further recovery against the District, including, but not limited to, anticipated fees or profits on Services not required to be performed. The District in its sole discretion shall determine that portion of the compensation earned for any incomplete Services based upon the ratio of such part of the Services completed relative to the entire Services. Termination without cause shall be effective upon delivery of written notice to Consultant.
- 8.2. **Termination for Cause.** Consultant shall be considered in material default of this Agreement and the District may terminate this Agreement, in whole or in part, for any of the following reasons: (a) failure to begin Services within the time specified in the Work Order Agreement, or (b) failure to timely and properly perform the Services required hereunder or as directed by the District, or (c) the bankruptcy or insolvency or a general assignment for the benefit of creditors by Consultant or by any of Consultant's principals, partners, officers or directors, or (d) failure to obey any Law, or (e) failure or refusal to allow public access to all public record documents or other materials made or received by Consultant in conjunction with this Agreement, unless exempt under Florida law, or (f) any other material breach of this Agreement. In any such event, the District may terminate this Agreement, in whole or in part, by giving Consultant written notice. In the event of any such termination for cause, the District is not obligated to make any further payments to Consultant hereunder until such time as the District has determined all costs, expenses, losses and damages which the District may have incurred as a result of such default by Consultant, whereupon the District shall be entitled to set off all costs, expenses, losses and damages so incurred by the District against any amounts due Consultant hereunder. Termination for cause will be effective upon fourteen (14) days written notice to Consultant.
- 8.3. **Violation by District.** If the District violates any provision of this Agreement, and if the violation continues for sixty (60) days after Consultant has delivered written notice of the violation, then Consultant may, without prejudice to any other right or remedy,

terminate or cancel this Agreement by giving the District fourteen (14) days written notice of termination. In the event of any such termination by Consultant, Consultant's sole and exclusive remedies against the District will be limited to those set forth in paragraph 9.1 above.

- 8.4. **Notice and Cure.** Despite the provisions of paragraphs 9.2 and 9.3, this Agreement will not terminate for cause if the party receiving the notice begins, within seven (7) days of receipt, to correct its failure and proceeds diligently to cure such failure within thirty (30) days of receipt of the notice; provided, however, that if and to the extent such cause for termination cannot reasonably be cured within such thirty (30) day period, and if such party has diligently attempted to cure the same and thereafter continues to diligently cure the same, then the cure period may be further extended by the party that provided the notice.
- 8.5. **Remedies if no Default.** If, after termination of this Agreement as provided for in paragraph 9.2, it is determined for any reason that Consultant was not in default, or that its default was excusable or that the District otherwise was not entitled to the remedy against Consultant provided for in paragraph 9.2, then such termination for cause shall be deemed to be a termination for convenience as described in paragraph 9.1 and Consultant's sole and exclusive rights and remedies against the District shall be the same as and limited to those afforded Consultant under paragraph 9.1 above.
- 8.6. **Delivery of material after termination.** Within ten (10) days after any termination of this Agreement, Consultant shall deliver to the District all papers, drawings, models, and other material prepared by and for Consultant with respect to the Project and Services.

9. Waiver.

- 9.1. **Acceptance of Final Payment.** Consultant's acceptance of final payment constitutes a full waiver of all claims by Consultant against the District arising out of and relating to this Agreement or otherwise related to the Project, except those previously made in writing and identified by Consultant as unsettled at the time it submits its invoice for final payment. Neither the acceptance of the Services nor any payment by the District shall be deemed to be an acceptance of defective or incomplete Services or waiver of any of the District's rights against Consultant.
- 9.2. **Non-enforcement.** Non-enforcement of any provision of this Agreement by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or the remainder of this Agreement.

10. Additional Services.

- 10.1. **Notice to District.** If Consultant is of the opinion that any services the District directs it to perform are beyond the Scope of the Services under this Agreement, Consultant shall, within seven business days of such direction, notify the District in writing of its

opinion. The District shall, within ten (10) business days after receipt of such notification, determine whether such service is beyond the scope of this Agreement and constitutes Additional Services. If the District determines that such service does constitute Additional Services, it will provide extra compensation to Consultant based upon the rates and terms provided in **Exhibit B-1**.

- 10.2. **Project Schedule.** If, in the opinion of the District, the progress of the Services during any period is substantially less than the amount that is necessary to meet the Project schedule, the District may require Consultant to take whatever action is necessary, in the opinion of the District, to put the Services back on schedule. Such action shall not constitute Additional Services unless the delays were caused by circumstances beyond the control and fault of Consultant or its agents, employees and Subconsultants.
- 10.3. **Claims against the District.** In the event of claims by others against the District in connection with the Project or the Services, Consultant shall provide to the District such technical assistance that the District may request. Such assistance shall constitute Additional Services, unless such claims are caused by the failure of Consultant, its agents, employees or Subconsultants to comply with the terms and conditions of this Agreement or otherwise perform their duties under this Agreement.
- 10.4. **Delays more than and less than 30 days.** Subject to the provisions of paragraph 11.2 above, Consultant shall not make any charges or claims for damages for any delays or hindrances of less than thirty (30) days from any cause whatsoever during the progress of any portion of the Services. The District may compensate such delays or hindrances of less than thirty (30) days by an extension of time as the District may decide. However, any such extension shall not operate as a waiver of any other rights of the District. The District will consider delays or hindrances that exceed thirty (30) days and will determine whether any additional services are needed from Consultant unless such delays or hindrances were caused in whole or in part by Consultant, its employees, agents, or Subconsultants or because of a suspension of the Project or Services entirely or partly by the District. This paragraph does not apply to suspensions of the Project or Services by the District, which suspensions will be governed by paragraph 8.
- 10.5. **Audit.** If the District requires Consultant to provide it with an audit of its Project costs, such audit will not be considered Additional Services.
11. **Assignment and Subconsultants.** Consultant shall not sublet, assign, or transfer this Agreement or any Services without the prior written consent of the District, which consent may be withheld in the District's sole discretion. Consultant shall be solely responsible for the employment, direction, supervision, compensation, and control of any and all Subconsultants. Consultant shall cause all Subconsultants to abide by the terms and conditions of this Agreement and all Laws. All agreements between Consultant and Subconsultants shall be in writing, with a copy of such agreements to be provided to the District upon its request for same.
12. **Indemnification.** Consultant shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to,

reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of this Agreement. This provision is consistent with section 725.08, Florida Statutes.

13. **Prompt Payment Act.** The District and Consultant will be governed by the Local Government Prompt Payment Act set forth in Part VII of Chapter 218, Florida Statutes.

14. **Non-appropriation.** The District's obligation to pay under this Agreement is contingent upon an annual budget appropriation by its board. The District's Board of Fire Commissioners may terminate or cancel this Agreement either in whole or in part at the end of each fiscal year period, without penalty, if it does not budget the required funds.

15. **Consultant's Insurance Requirements and Minimum Limits.**

15.1. **Insurance Required.** Consultant shall purchase and maintain the following specific coverages and minimum limits. All limits shall be per occurrence and in the aggregate combined single limit for all liability, except professional liability coverage which shall be on a claims made basis, with following forms excess or umbrella insurance making up the difference between the policy limits of underlying policies and the total amount of coverage required.

15.2. **Liability Insurance**

15.2.1. **General Liability**

- a) Consultant shall purchase and maintain such commercial (occurrence form) or comprehensive general liability, automobile policies and other appropriate insurance for the services being performed and furnished hereunder which shall provide protection from claims set forth below which may arise out of, or result from Consultant's performance and furnishing of the services and Consultant's other obligations under the Agreement and Assignments issued hereunder.
- b) Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the Worker's Compensation coverage section) and \$2,000,000 per occurrence of the total amount of coverage required. Limits of coverage shall not be less than the following for Bodily Injury, Property Damage and Personal Injury, Combined Single Limits:

General Aggregate

\$2,000,000

Request for Qualifications for Architect-Engineering Services
for Station #26

Each Occurrence	\$1,000,000
Personal Injury/Advertising Injury	\$1,000,000
Products Comp/Operations Aggregate	\$1,000,000

- c) Consultant liability insurance shall include contractual liability coverage sufficient to cover Consultant indemnification obligations under this Agreement. Consultant agrees to pay on behalf of the District, and to provide and pay for a defense for all claims covered by Consultant obligations under the indemnification provisions.

16.2.2 Excess or Umbrella Liability. Umbrella liability insurance is preferred, but an Excess Liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages.

16.2.3 Automobile Vehicle Liability.

- a) Coverage shall be maintained as to the business use of all its owned, non- owned, leased or hired vehicles with limits of not less than: Bodily Injury & Property Damage Liability \$500,000, Combined Single Limit Each Accident.
- b) If Consultant has no owned, non-owned, leased or hired vehicles, a letter from Consultant so stating must be included with the Certificate of Insurance.

15.3. **Workers' Compensation Coverage.** Consultant shall purchase and maintain workers' compensation insurance for all workers' compensation obligations imposed by state law and employers' liability limits of at least \$100,000 each accident and \$100,000 each employee, \$500,000 policy limit for disease.

16.3.1. Consultant and its Subconsultants shall purchase workers' compensation insurance for all its employees regardless of the number of employees they have and regardless of any other exemptions. Florida law permits employers who may be exempt from purchase of coverage to waive their exemptions and purchase the coverage voluntarily. The District requires Consultant and all the Subconsultants to voluntarily purchase this coverage.

16.3.1. Consultant and the Subconsultants shall also purchase any other coverages required by law for the benefit of employees.

16.4. **Professional Liability/Malpractice/Errors Or Omissions Insurance.**

16.4.1. Consultant shall purchase and maintain professional liability or malpractice or errors or omissions insurance with minimum limits of \$1,000,000 per occurrence.

16.4.2. If a claims made form of coverage is provided, the retroactive date of coverage shall be no later than the inception date of claims made coverage, unless the

prior policy was extended indefinitely to cover prior acts.

16.4.3. To the extent commercially available, coverage shall be extended beyond the policy year either by a supplemental extended reporting period (ERP) of as great duration as available, and with no less coverage and with reinstated aggregate limits, or by requiring that any new policy provide a retroactive date no later than the inception date of claims made coverage.

16.5. Additional Requirements.

16.5.1. Consultant shall not commence or continue to perform any Services unless Consultant has in full force and effect all required insurance, and until Consultant has delivered to the District all insurance certificates required hereunder evidencing the specific insurance coverage required, nor shall any payment for Services performed become due and payable until Consultant has delivered all such certificates to the District. Consultant shall not permit any Subconsultant to perform any portion of the Services unless such Subconsultant has complied with the insurance requirements, including the workers' compensation and general liability insurance requirements, contained herein.

16.5.2. Insurance coverage shall be placed with insurers or self-insurance funds, satisfactory to the District, licensed to do business in the State of Florida and with a resident agent designated for the service of process. All insurers shall have an "A" policyholder's rating and a financial rating of at least Class IX in accordance with the most current Best's rating. Consultant shall provide the District with financial information concerning any self-insurance fund insuring Consultant. At the District's option, a Best's rating or Self-Insurance Fund financial information may be waived.

16.5.3. As evidence of the insurance coverages required by this Agreement, Consultant shall provide the District certificates of insurance evidencing the specific policies issued, the limits of coverage afforded, and the specific endorsement provided.

16.5.4. All the policies of insurance so required of Consultant, except professional liability and workers' compensation insurance, shall be endorsed to include as additional insureds: the District, its directors, officers, employees, representatives, agents, and volunteers. If the additional insureds have other insurance which might be applicable to any loss, the insurance required of Consultant shall be considered primary, and all other insurance shall be considered excess. Such insurance policies shall include or be endorsed to include a cross-liability clause so the additional insureds will be treated as if a separate policy were in existence and issued to them. The cross-liability clause does not increase the limits of liability or aggregate limits of the policy.

16.5.5. Deductible and self-insured retention amounts shall be subject to approval by the District, which approval shall not be unreasonably withheld. Consultant is responsible for the amount of any deductibles or self-insured retentions.

16.5.6. Approval of the insurance by the District shall not relieve or decrease the

liability of Consultant hereunder. Further, Consultant acknowledges that any such acceptance by the District shall not be deemed to be an acknowledgement that Consultant has satisfied its insurance obligations hereunder. Consultant acknowledges and agrees that the District does not in any way represent that the insurance (or the limits of insurance) specified in this paragraph is sufficient or adequate to protect Consultant's interests or liabilities but are merely minimums.

- 16.5.7. Should any coverage approach expiration during the period in which it is to remain in full force and effect, it shall be renewed by Consultant prior to its expiration, and a certificate of insurance again filed with the District at least fourteen (14) days prior to coverage renewal.
- 16.5.8. All of the policies of insurance required to be purchased and maintained (or the certificates or other evidence thereof) shall contain a provision or endorsement that the coverage afforded will not be canceled, materially changed, or renewal refused, until at least thirty (30) days prior written notice has been given to the District and Consultant by certified mail. Consultant shall give notice to the District within (24) hours of any oral or written notice of adverse change, non-renewal, or cancellation.
- 16.5.9. Except as provided below in paragraph 16.5.10 for professional liability insurance, all insurance required hereunder shall remain in full force and effect throughout the entire term of this Agreement.
- 16.5.10. Professional liability insurance shall continue in force until the end of one calendar year following the calendar year in which the completion of the Project is estimated to occur under the Project Schedule. The professional liability insurance policy shall be endorsed to provide for renewals through one (1) calendar year, or if the current policy is not renewed, to provide for an extended reporting period on the existing policy through one calendar year.
- 16.5.11. Consultant shall, upon request by the District, deliver to the District a copy of each insurance policy purchased by Consultant as required in this Agreement.
- 16.5.12. All policies, except for workers' compensation and professional liability, shall contain provisions to the effect that in the event of payment of any loss or damage the insurer will have no rights of subrogation against the District, its consultants, directors, officers, employees, representative or agents. Nothing contained in these insurance requirements is to be construed as limiting the liability of Consultant or Consultant's insurance carriers. Further, Consultant hereby waives its right of recovery against the District with respect to any matter covered by any insurance maintained by Consultant.

17. **Insurance – General Requirements.**

- 17.1 **Protection from Claims.** Consultant shall purchase and maintain such commercial (occurrence form) or comprehensive general liability (occurrence form), professional

liability, and other appropriate insurance, with respect to the Services required hereunder, that will provide protection from the types of claims set forth below which may arise out of or result from Consultant's performance and furnishing of the Services, whether it is to be performed by Consultant or the Subconsultants:

- 17.1.1. Claims under workers' compensation, disability benefits and other similar employee benefit acts;
 - 17.1.2. Claims for employer's liability, including those arising under Title VII of the Civil Rights Act of 1964 and the Florida Civil Rights Act;
 - 17.1.3. Claims for damages because of bodily injury, sickness or disease, or death to any person other than Consultant's employee;
 - 17.1.4. Claims for damages insured by personal injury liability coverage which are sustained by any person as a result of a negligent or wrongful act or omission of Consultant, or any person employed by or subcontracted to Consultant;
 - 17.1.5. Claims for damages because of injury to or destruction of tangible property wherever located, including loss of use resulting therefrom;
 - 17.1.6. Claims for damages because of bodily injury or death of any person, or property damage arising out of the Consultant ownership, maintenance, operation, use or loading and unloading of any owned, hired, or non-owned motor vehicle used in connection with the Services, including employee non-Consultant ownership use; and
 - 17.1.7. Claims for damages because of bodily injury or death of any person or property damage arising out of the Consultant ownership, maintenance, operation, use or loading and unloading of any owned, hired, or non-owned aircraft and watercraft used in connection with the Services, including employee non-Consultant ownership use.
- 17.2. **Coverage.** The insurance required herein shall include the specific coverage and be written for the limits of liability and coverage provided in paragraph 16 or required by Law, whichever is greater. Where appropriate for the Services being performed, the commercial (occurrence form) or comprehensive general liability (occurrence form) insurance shall also include broad form property damage, explosion, collapse, and underground hazard coverage and independent contractor's coverage.
- 17.3. **Contractual Liability Insurance.** The commercial (occurrence form) or comprehensive general liability (occurrence form) insurance shall include contractual liability insurance applicable to all of Consultant's obligations under this Agreement that are covered by such insurance.
- 17.4. **Subconsultants.** Consultant shall ensure that all Subconsultants procure and maintain, until the completion of that party's Services, insurance of the types and in the coverage amounts required to be carried by Consultant in this Agreement unless the District agrees in writing, in advance of Consultant's employment of any such Subconsultant, to other types of coverage and/or lower coverage amounts. Provided however, that professional liability insurance shall not be required under this Agreement for Subconsultants, unless such party is a licensed professional. The

preceding sentence does not preclude Consultant from requiring such insurance. Consultant shall be responsible for ensuring that all Subconsultants comply with all the insurance requirements contained herein relative to each such party.

18. **Standard of Performance.** Consultant shall perform and complete the Services in a timely manner and in accordance with the standard of care, skill, and diligence customarily provided by professionals with expertise and experience in the type of Services to be provided hereunder, and in accordance with sound professional principles and practices. Consultant acknowledges that it has represented to the District that Consultant has expertise and experience in the type of services to be rendered hereunder and that such representation was a material inducement to the District to enter into this Agreement with Consultant. Consultant shall promote the best interest of the District and assume towards the District a relationship of the highest trust, confidence, and fair dealing.
19. **Project Documents and Data.**
 - 19.1. One (1) copy of all technical data and working papers regarding the Services for the Project, whether existing in the office of the District or in the office of Consultant, shall be made available to the other party to this Agreement without expense to such other party. Additional copies shall be made available at the expense of the requesting party. For each additional fire station in which a new Scope of Services is provided in accordance with this Agreement, there shall be one (1) copy of all technical data and working papers regarding such fire station, whether existing in the office of the District or in the office of Consultant, that is available to the other party to this Agreement without expense to such other party.
 - 19.2. Per the Architectural Copyrights Act of 1990, the Consultant's and subconsultant's drawings and specifications as "Instruments of Service" shall remain the copyrighted property of the Consultant whether the project for which they are made is executed or not. The District shall be granted a license to use and retain copies, including reproducible copies, of drawings and specifications for information and reference in connection with the District's use and occupancy of this Project. The Consultant shall obtain similar nonexclusive licenses from the Consultant's Subconsultants consistent with this Agreement. The license granted under this section permits the District to authorize the Contractor, Subconsultants, Sub-subconsultants, and suppliers, as well as the District's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. If the Consultant rightfully terminates this Agreement for cause, the license granted in this Section shall terminate.
 - 19.2.1. The drawings and specifications shall not be used by the District on other projects or for completion of this Project by others provided the Consultant is not in default under this agreement, except by agreement in writing and with appropriate notice to the Consultant.
 - 19.2.2. In the event the District uses the Instruments of Service without retaining the authors of the Instruments of Service, the District releases the Consultant and Consultant's consultant(s) from all claims and causes of action arising from such uses. The District, to the extent permitted by law, further agrees to indemnify and

hold harmless the Consultant and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the District's use of the Instruments of Service. This Section shall not be deemed a waiver of the District's sovereign immunity under Section 768.28, Florida Statutes.

- 19.3. All final plans and documents that are required by Florida Law to be endorsed and are prepared by Consultant in connection with the Services shall bear the endorsement of a person in the full employment of Consultant or duly retained by Consultant and duly licensed in the appropriate professional category.
 - 19.4. Consultant shall make any patentable product or result of the Services and all information, design, specifications, know-how, data, and findings available to the District without cost to the District. The District shall have the right to publish, distribute, disclose, and otherwise use any material prepared by or for Consultant with respect to the Project. Any use of material or patents obtained by the District under this Agreement for any purpose not associated with this Project shall be at the risk of the District. In the District's discretion, whenever any renderings, photographs of renderings, photographs of models or photographs of the Project are released by the District for publicity, proper credit may be given to Consultant, provided the giving of such credit is without cost to the District.
 - 19.5. Consultant must not make any statements, press releases or public releases concerning this Agreement or its subject matter or otherwise disclose or permit to be disclosed any of the data or any other information obtained or furnished in compliance with this Agreement, except at meetings where representatives of the District are present, without the District's prior written consent. Consultant shall not publish, copyright, or patent any of the data furnished or developed with respect to the Project without first obtaining the District's written consent, as all such rights are the property of the District.
20. **Audit Rights.** Consultant shall keep all books, records, files, plans, drawings, and other documentation, including all electronically stored items, which concern or relate to the Services hereunder (collectively referred to herein as "Records") for a minimum of three (3) years from the date of expiration or termination of this Agreement or as otherwise required by Law, which ever date is later. the District, or any duly authorized agents or representatives of the District, shall have the right to audit, inspect and copy all or such Records as often as they deem necessary during any such period of time. This right to audit, inspect and copy the Records shall include all Records of Subconsultants.
21. **Public Records.**
- 21.1. **Duty to Maintain and Provide Records.** Consultant shall keep and maintain all public records required to perform services under this Agreement as required by Chapter 119, Florida Statutes. All analyses, data, documents, models, modeling, reports, and tests performed or utilized by Consultant shall be made available to the District upon request and are considered public records in accordance with Chapter 119, Florida Statutes, unless they are exempt under the Law.
- 21.2. IF CONSULTANT HAS QUESTIONS REGARDING THE**

APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS AT PUBLICRECORDS@GNFIRE.ORG; BY MAIL AT 14575 COLLIER BLVD., NAPLES, FL 34119; OR BY PHONE AT 239-348-7540.

- 21.3. **Post Contract Responsibilities.** Upon completion of this Agreement, Consultant shall keep and maintain, at no cost, to the District, all public records produced under this Agreement in the possession of the Consultant or shall transfer them to the District. If the Consultant transfers all public records to the District, Consultant shall destroy any duplicate public records. If Consultant keeps and maintains public records after completion of the Agreement, the Consultant shall meet all legal requirements for retaining public records including the rules and retention schedules adopted by the Division of Library and Information Services of the Department of State under section 119.021(2)(a), Florida Statutes. All records stored electronically must be provided to the District upon request from the District in a format that is compatible with the information technology systems of the District
- 21.4. **Exempt Records.** Consultant shall ensure that public records that are exempt from public records disclosure are not disclosed except as authorized by law during the term of this Agreement and following its completion if the Consultant does not transfer the records to the District.
22. **Miscellaneous Provisions.**
- 22.1. **Entire Agreement.** This written document shall constitute the entire agreement between the parties hereto and the Agreement shall not be amended or modified except in writing duly executed by the party against whom such an amendment or modification is sought to be enforced. This Agreement shall govern the relationship between the District and Consultant on the Project.
- 22.2. **Successors.** The District and Consultant each hereby binds itself, its successors, assigns, and legal representatives to the other.
- 22.3. **No Third-Party Beneficiaries.** The rights and obligations in this Agreement shall inure solely to the parties hereto (their successors, assigns and legal representatives) and no other party shall have any rights or obligations under or by virtue of this Agreement.
- 22.4. **Applicable Law and Venue.** This Agreement shall be governed by and construed under the laws of the State of Florida. Venue for any action under state law arising under this Agreement shall be in Collier County. Claims justiciable in federal court shall be in the Middle District of Florida.
- 22.5. **Notice.** All notices or other communications permitted or required under this Agreement must be in writing and must be sent to the party at that party's address set forth below or at whatever other address the party specifies in writing. Notices must be personally delivered, sent by certified or registered mail, sent by overnight

courier, postage prepaid, or sent to all email addresses listed below for each party.

As to the District:

Fire Chief
Greater Naples Fire Rescue District
14575 Collier Blvd
Naples, FL 34119

As to the Consultant:

[insert]

- 22.6. **No Construction Against Drafting Party.** Each party acknowledges that it has carefully reviewed and understands this Agreement and has had an opportunity to review it with counsel of its choosing. This Agreement shall not be construed more strongly against any party, regardless of who drafted or prepared it.
- 22.7. **Communications.** The Consultant's communications with the District must be limited to the District's Fire Chief and staff designated by the Fire Chief. Communications with the District's Board of Commissioners ("Board") members are prohibited, except with the prior permission of the District's Fire Chief or at a duly noticed public board meeting. Any such prohibitive communications shall be deemed to be a material breach of this Agreement by Consultant. This provision does not prohibit or limit contacts by or on behalf of the District Board members with Consultant.
- 22.8. **Interpretation.** All words used herein in the singular shall extend to and include the plural, and the use of any gender shall extend to and include all genders. Unless the context requires otherwise: The term "include" contemplates "including but not limited to." The terms "hereof," "herein," "hereunder" and similar terms in this Agreement refer to this Agreement as a whole and not to any particular provision of this Agreement.
- 22.9. **Headings.** The captions and headings herein are for convenience of reference only and in no way define or limit the scope or content of this Agreement or in any way affect its provisions. Unless otherwise indicated, references to paragraphs include all subparts.
- 22.10. **Time is of the Essence.** Time is of the essence of this Agreement and each of its provisions.
- 22.11. **No Waiver.** Unless expressly stated in writing, no action taken by a party to this Agreement shall be considered a waiver by such party of compliance with any representations, warranty, duty, or responsibility under this Agreement.
- 22.12. **Contest of District Decisions.** The District shall decide all questions, difficulties, and disputes of any nature whatsoever that may arise under or by reason of this Agreement, the prosecution and fulfillment of the Services called for hereunder, or the character, quality, amount, or value thereof. The decision of the District upon all such claims, questions or disputes shall be final and binding if not contested by Consultant in a written notice delivered to the District within seven days after Consultant's receipt of written notice from the District concerning such decision.

- 22.13. **Survival.** All express representations, indemnifications, or limitations made or given in this Agreement shall survive its completion or termination for any reason.
- 22.14. **Severability.** If any term of this Agreement is for any reason invalid or unenforceable, the rest of the Agreement remains fully valid and enforceable.
- 22.15. **Independent Contractor.** Consultant is retained by the District only for the purposes and to the extent set forth in this Agreement, and its relationship with the District shall, during the term of this Agreement, be that of an independent contractor. Consultant shall have the discretion, subject to the requirement that it perform the services required hereunder competently and professionally in accordance with the applicable professional standards and otherwise comply with the terms of this Agreement, to select the means and methods of performing such services. In this regard, Consultant shall be fully responsible for the employment, direction, supervision, compensation, and control of all persons employed or retained by Consultant. Neither Consultant nor Consultant's contractors, subcontractors, consultants, subconsultants, suppliers, experts or other persons or organizations retained or utilized by Consultant for the services required hereunder shall be considered by reason of the provisions of this Agreement or otherwise as being an employee or agent of the District. Consultant shall comply with all workers' compensation, employers' liability and other Federal, State and county and municipal laws, ordinances and regulations required of an employer performing services as herein contemplated. Provided, however, in no event shall the District be obligated to pay Consultant any overtime or other premium pay compensation unless such overtime or premium compensation was expressly approved in writing and in advance by the District. Furthermore, Consultant is responsible for paying all income and employment taxes, and the District shall not be responsible for collecting or paying withholding, FUTA, FICA or any other state or federal taxes.
- 22.16. **Waiver of Jury Trial.** To the extent permitted by applicable law, Consultant and the District irrevocably waive any right to trial by jury in any legal proceeding arising out of or relating to this Agreement or any of the transactions contemplated by it. Neither the District nor Consultant or any successor thereof will seek a trial by jury in any action or proceeding (whether at law or in equity, whether direct or collateral, whether in contract or in tort) arising out of or related to this Agreement or the relationship created by it. Neither the District nor Consultant shall seek to consolidate any action or proceeding in which trial by jury has been waived with any other action or proceeding in which a jury trial cannot be or has not been waived.

The parties have caused their duly qualified representatives to execute this Agreement on the dates set forth below.

– The remainder of this page is intentionally blank. Signature page to follow. –

Request for Qualifications for Architect-Engineering Services
for Station #26

Consultant:

Firm Name

Signature

Print name

Date

Greater Naples Fire Rescue District:

Attest:

Signature

Print name

Print title

Date

Signature

Print name

Print title

Date

Approved as to Form:

General Counsel

Exhibit A
Scope of Services
Architect-Engineering

The Consultant will provide full design services for a new fire station and emergency services facility to support modern fire and emergency services operations (“Project”). Services will include 1) architectural services and 2) engineering services which may be provided under a subcontract. Services will include project planning, design, project management and construction supervision, quality assurance, construction engineering inspection, and close out of the project as directed by District staff. Consultant will ensure compliance with material quality standards, best interior space utilization, budget estimates, design and construction schedules, and sustainable design and construction standards consistent with public projects.

Design Deliverables:

- Schematic design, design development, and construction documents.
- Coordination with civil, structural, mechanical, electrical, plumbing, and fire protection engineers.
- Compliance with NFPA, ADA, local building codes, and energy efficiency standards.
- Site planning, including parking, security, drainage, and training area provisions.
- Construction cost estimating and value-engineering recommendations.

The final design shall prioritize operational efficiency, firefighter health and safety, durability, and long-term sustainability while providing an aesthetically appropriate civic presence.

The Consultant shall provide:

1. **Programming:** The selected Consultant shall meet with the District's management and personnel to develop and finalize a space program for the Station. The final program will be based on the Plan and the final program for the Station and the Consultant's recommendations to the District for review and approval. The Consultant will provide six (6) copies of its recommendations.

2. **Conceptual Design:** A conceptual site plan and building plan based on the approved program developed in the previous phase. The site plan should show any existing easement, above ground and underground utilities, proposed access roads or driveways, parking areas, sidewalks and walkways, buffer zones and landscaped areas as well as proposed method of storm water management. The site plan should show the proposed location for the tower if it is relocated on site, or a proposed alternate site for its relocation. A conceptual floor plan showing room's layout should be included in this phase of the work. A preliminary budget estimate for construction of the new facility is also included as a part of this work. The Consultant shall submit to the District copies of this conceptual plan and preliminary budget estimate for review and approval. Conceptual elements will include:

- A fire and emergency services facility with a design concentrating on personnel safety, storm resilience, long term reduced maintenance costs and energy efficiency. All exterior fixed equipment (i.e., AC Condensers, etc.) should be placed in areas other than the roof when

possible to reduce unnecessary roof penetrations.

- Approximately 22,800, or as otherwise to be determined, in total.

3. Preliminary Design: Based on the approved conceptual design and the program developed for the Station, the Consultant shall prepare the preliminary design for the Station. The preliminary design will include in addition to the layout and configuration of the building, building elevations showing building features, proposed materials with colors and textures, etc. A site plan showing access roads, driveways, sidewalks, site utilities, proposed storm water management measures, a description of proposed site lighting, and a description of landscaping treatment should be included in this phase. Finally, an updated cost estimate shall also be submitted with this phase of work. The Consultant will include Station #26 and the CCSO substation on the SDP for approval purposes only. The District and CCSO facilities will not be connected and may be constructed in separate phases so the design for the SDP should reflect and allow for a phased construction. There is no shared or common lobby. No other services related to the CCSO facility will be provided through this Agreement.

4. Bid Documents: Based on approvals received from the previous phases of the work, the Consultant will prepare bid documents for the construction of the Station. As a part of this phase, the Consultant must provide all drawings and information necessary to meet the site plan requirements of the District. The Consultant will also assist with securing the building permit and all other permits and approvals required for the construction of the Project. A final cost estimate shall also be submitted as a part of this phase. During this phase, periodic submittals of working drawings will be required to facilitate the District's review of the work in progress. All drawings shall be prepared using AutoCAD 2000 or later release.

5. Post Design Services: The Consultant will provide complete services, including Project advertisement, receipt, and evaluation of construction bids. The Consultant will provide the evaluation to the District for consideration by the District's Board of Fire Commissioners for its selection of Project contractor (Contractor). Services during this phase of work may include construction observation, shop drawings review and approval, change order review and negotiations, and review and approval of monthly progress payments to the Contractor. At the end of the Project, the Consultant will prepare a punch list resolution and provide record drawings and all other documents needed for Contractor contract closeout. All services shall be in accordance with Florida Law and the Americans with Disabilities Act (ADA).

The Design and Bid Documents for the Project phases must be completed in 300 days after Notice-To-Proceed. The Notice-To-Proceed will not be initiated until the Consultant has been selected and placed under contract.

The Consultant's work will be awarded in phases for each of the five elements below:

1. Programming
2. Conceptual
3. Preliminary Design
4. Bid Documents
5. Bidding and Construction Related Services

Request for Qualifications for Architect-Engineering Services
for Station #26

The District is authorized to use the plans for the Project at no additional cost to the District.

The Consultant will develop presentations when directed and assist staff in briefing reports, suggested programs, etc. to the District appropriate for each individual task. During such meetings, the Consultant will record proceedings and comments and revise reports, programs, etc. to incorporate approved comments. The costs for these services shall be included for this service as part of each individual task as appropriate.

ADDITIONAL ENGINEERING SERVICES

The Consultant will provide ancillary architectural and engineering services in support of the District's functions as directed. When required by the District, the Consultant will provide these additional architectural and engineering services for a negotiated fee based on the hourly rates included in the contract. Where the extent of service cannot be readily determined in advance, services may be acquired on a time and materials basis in accordance with approved hourly rates.

Exhibit B
Compensation

1.0 Compensation For Services

District shall pay Consultant and Consultant agrees to accept as full compensation for the Services the compensation as provided in **Exhibit B-1**, which is attached hereto and made a part hereof.

2.0 Contract Limit

Payment under this Agreement shall not exceed the amount shown in **Exhibit B-1** without approval from the District in the form of a written amendment to this Agreement.

3.0 Compensation for Additional Services

Compensation for performance of Additional Services under paragraph 11 of this Agreement, as well as the specific services to be performed and time of completion, must be described in a written amendment to this Agreement in advance of performance of the Additional Services. Failure to execute an amendment as provided above may result in non-payment for the work.

4.0 Invoices

Consultant shall submit invoices to the District monthly for all Services accomplished during the previous calendar month. Monthly invoices shall include separately listed charges for all portions of the Services for which compensation applies, including fees for Subconsultants and reimbursable expenses and costs.

Exhibit B-1

The hourly billing rates (“Standard Hourly Rates”) for services of the Consultant and the Consultant’s Subconsultants are set forth below and shall not be changed without District’s prior written consent.

[insert rates]

Services by Consultant shall be charged at the Hourly Rates, Lump Sum and Allowances/Contingencies Not-to-Exceed amount in the maximum total amount of \$_____ without written permission from the District.

Compensation for travel expenses shall be made in accordance with Section 4.1. In addition to the fees for compensation, including fees for Additional Services, Consultant and Consultant’s consultants (subconsultants) shall be reimbursed for expenses incurred by them that are directly related to the Project, as follows:

1. Permitting and other fees required by authorities having jurisdiction over the Project;
2. Printing, reproductions, plots, and standard form documents;
3. Postage, handling, and delivery;
4. Expense of overtime work requiring higher than regular rates, if authorized in advance by District in writing;
5. Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the District or required for the Project;
6. All taxes levied on professional services and on reimbursable expenses;
7. Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and
8. Other similar Project-related expenditures, if approved by District in advance in writing.

Expenses shall only be reimbursed at actual cost and Consultant and Consultant’s Subconsultants shall not mark-up such expenses.

Exhibit C

**HUMAN TRAFFICKING AFFIDAVIT
SECTION 787.06, FLORIDA STATUTES**

Before me, the undersigned authority, personally appeared _____
_____, whom after being duly sworn, deposes and states:

(Affiant)

1. My name is _____ and I am over eighteen years of age.
The following information is given from my own personal knowledge.

2. I am an officer or representative with _____, a
non-governmental entity. I am authorized to provide this affidavit on behalf of _____
_____.

3. The non-governmental entity, _____
_____, does not use coercion for labor or services as defined in Section 787.06,
Florida Statutes.

FURTHER AFFIANT SAYETH NOT.

_____, 20__

(Affiant)

STATE OF FLORIDA
COUNTY OF _____

Sworn to and subscribed before me by means of physical presence or online notarization,
this _____, 20__ by _____ on
behalf of _____
_____, who is personally known to me or has produced _____
as identification.

Notary Public
Name (Printed) _____

My commission expires _____.

(Printed typed or stamped Commissioned name of Notary Public)

Request for Qualifications for Architect-Engineering Services
for Station #26



GREATER NAPLES FIRE RESCUE DISTRICT

ADMINISTRATIVE HEADQUARTERS

14575 Collier Boulevard • Naples, FL 34119

Phone: (239)348-7540 Fax: (239)348-7546

Chris Wolfe, Fire Chief

This Addendum is attached to and made part of the **Request for Qualifications for Architect-Engineering Services for Station #26**

The following questions were raised, and the parties agree that the answers below clarify the RFQ.

- 1. Question:** Would the Fire District consider extending the deadline to respond to this RFQ?
Answer: At this time, we are not extending the deadline. It will remain responses due 4/24/2026 by 5:00pm.
- 2. Question:** Do the forms required in the RFQ count towards the 60-page limit?
Answer: The required forms do not count towards the page limit.
- 3. Question:** Regarding the maximum page length of the proposal, do additional resumes of contributing project members count towards the maximum page length of the proposal submission?
Answer: The required forms do not count towards the page limit.
- 4. Question:** Can I get a copy of any addenda that have been released to date
Answer: There is no addenda at this time.
- 5. Question:** What is the estimated construction budget
Answer: There is no estimated budget at this time
- 6. Question:** Would it be acceptable to provide projects that have not yet been constructed, but for which the architectural design phase has been completed?
Answer: Yes, but also explain project status: ie project in permit phase, in bidding phase, on-hold, or abandoned.
- 7. Question:** Do you have the bid docs for this opportunity: RFQ - Architect-Engineering Services for Station #26 Design
Answer: Please see the link below which will bring you to all the active Procurements:
<https://www.demandstar.com/app/agencies/florida/greater-naples-fire-rescue-district/procurement-opportunities/de38f80e-ed95-434c-bde5-4ec15f3da619/>

Professionalism ~ Integrity ~ Compassion

Board of Fire Commissioners

Nick Biondo, Mark Cherney, Brian Cross, Patrick Dearborn, Al Duffy

All other terms of the Agreement remain unchanged.

Andréa Brown | Procurement Coordinator
Greater Naples Fire Rescue District

14575 Collier Blvd

Naples, FL 34119

(239) 348-7540

www.greaternaplesfire.org

Professionalism ~ Integrity ~ Compassion

Board of Fire Commissioners

Nick Biondo, Mark Cherney, Brian Cross, Patrick Dearborn, Al Duffy

GREATER NAPLES FIRE RESCUE DISTRICT **STATION** **#26**

RFP No: 2026-201
April 24, 2026



TRANSMITTAL LETTER



Greater Naples Fire Rescue District
Attn: Chief Chris Wolfe
14575 Collier Boulevard
Naples, FL 34119

Subject: Professional Architectural / Engineering Services for Station #26 (RFP #2026-201)

Dear Chief Wolfe,

Greater Naples Fire Rescue District (GNFRD) is synonymous with service, leadership, dedication and compassion throughout Collier County. The Fire District has been a beacon for the community in times of need. In 2017, when Hurricane Irma touched every corner of your district. In 2022, when Hurricane Ian damaged your own fire stations, apparatus and personal property. In 2024, when your team was first on-scene to an unprecedented airplane crash on I-75. And just this month, when your crew was the first line of defense protecting life and property as the Newman Fire grew to over 1,700 acres. The journey of recovery through these moments, and countless more, is a testament to the strength and commitment of the Greater Naples Fire Rescue District.

Beyond the call of duty, the GNFRD has been the heart of our community for the past 12 years - showing up at school events, offering station tours to children who are aspiring to be firefighters, serving meals to families in need, coordinating toy drives and supporting new businesses opening their doors. The work and community engagement are important to recognize. As the population in Collier continues to grow, Fire Station #26 will be a place to call home-away-from-home and give the District the space and resources needed to continue the impactful work you do for the community.

Schenkel Shultz, is a 68 year old architectural and interior design studio with three offices across Florida, including our Southwest Florida office which opened in 1992. We are a 60-person, value-driven design studio that celebrates our team's broad range of personal perspectives to inspire our community through impactful design. While nearly the entire workforce at Schenkel Shultz is a US Citizen, we do employ an individual who has been permitted to work in the United States under an H1-B visa.

Fire Station Design Expertise

The new Fire Station #26 is an opportunity to build a partnership with GNFRD - working alongside the District to realize your vision, goals and expectations for the project. The Schenkel Shultz team brings experience designing fire stations for similar municipalities and fire districts across the region, including the Sanibel Fire & Rescue District, Estero Fire Rescue District, City of Naples, City of North Port, Charlotte County, Sarasota County and Parrish Fire District. This has encompassed all the spaces and features you require in this project, including a multi-purpose training room, crew living spaces, decontamination room, fitness area and storage. Our experience encompasses more than **60 fire station projects, including 17 designed in Florida over the past 10 years.** Specifically relevant for Fire Station #26, we understand the local codes and permitting process in Collier County.

We will apply our lessons learned and understanding of critical design elements related to fire stations, including safety and security, operational efficiencies and enhanced hurricane hardened requirements to design a state-of-the-art fire station for GNFRD. We understand how to design an essential facility and have **completed a number of hardened facilities throughout the state, including Estero Fire Rescue Station #45, Volusia County Fire Station #17 and Parrish Fire Station #2.**

Local & Dedicated Team

The individuals we have proposed for this project are committed to providing on-site and timely service to GNFRD. Our team will be led by Nathalie White, Principal-in-Charge / Project Manager, who has worked in the community for 10+ years, including 8 recent public safety projects. She was the Project Manager on the recently completed Sanibel Fire Station 172 and will be supported by our in-house team of experts, including Daniel Lutarewych, AIA, Project Architect, Soraya Hutchinson, Technical Production, Gennifer Hunt, Interior Designer and Robert Vella, Construction Administrator.

TRANSMITTAL LETTER

We have also partnered with a team of subconsultants that each bring a history of working on fire station projects with us and who have worked in Collier County, including: CMTA, Inc. (MEP), TRC Worldwide Engineering (Structural), RESPEC (Civil) and KMI (Cost Estimator).

Our design process is highly collaborative. We strongly believe this project should reflect your collective values and priorities. Early community engagement with your crew of end-users, County leaders and community stakeholders is essential, followed by visioning sessions to ensure that the program aligns with your needs for the project and will ultimately improve efficiency and response times. We will design a safe, functional, budget-sensitive and efficient fire station, as well as prioritizing the health and safety of your crew. Our design process focuses on separation zones and environmental stewardship, which creates physical and emotional connections with nature. Optimizing visibility of the project to its surroundings will be a key design driver to reinforce a socially and environmentally conscious position as a civic presence in southwestern Collier County.

This project is a chance to capture the spirit of GNFRD and give back to the community we have lived and worked in for over 30 years. We would be honored to help Greater Naples Fire Rescue District bring your vision to life through partnership and our civic design expertise. We look forward to the opportunity to share our ideas and credentials with you in more detail.

Schenkel Shultz acknowledges and is aware of the requirements of Section 112.313 Florida Statutes and does not have a prohibited relationship with any public officer or employee of the District.

I acknowledge obtaining all addenda to this solicitation by completing the blanks below. Failure to acknowledge all addenda may be cause for rejection of the bid.

Addendum No.: 01 | Date Issued: 4/21/2026

Sincerely,

Nathalie White, AIA, Principal
9510 Corkscrew Palms Cir., Unit #1, Estero, FL 33928
PH: (239) 208-4846 | E: nwhite@schenkelshultz.com
**Authorized signatory of contract documents*



Design Vision Rendering

Fire Station No 172,
Sanibel Fire & Rescue
District

Construction of Fire
Station No. 172

Sanibel Fire & Rescue
District

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DESIGN TEAM
QUALIFICATIONS

DESIGN TEAM QUALIFICATIONS

ATTACHMENT A – DESIGN TEAM QUALIFICATIONS FORM

ARCHITECTURAL FIRM **Schenkel Shultz**
 Main Office Address: 834 Orange Ave, Winter Park, FL 32789

The following section applies only to office where project will be designed and produced:

Architect's Office Address: 9510 Corkscrew Palms Circle, Unit 1, Estero, FL 33928

Entity Structure and State: S-Corporation / FL

Is this a Branch Office (Y/N) Yes Year Established: 1992

No of Licensed Architects: 2 Total No. of Staff: 6

Project Architect's Name: Daniel Lutarewych, AIA

Florida License No. AR103826 Year Licensed: 2024

Total Years Experience: 5 Years with Firm: 1

Degree/ University/ Year: Master of Architecture / UNC at Charlotte / 2021

No. years experience obtaining permits in Collier County, Florida: 5

Is this person the proposed Florida Architect of Record? (Y/N) Yes

Project Managers Name: Nathalie White, AIA

Total Years Experience: 18 Years with Firm: 6

Degree/ University/ Year: Bachelor of Design / University of Florida / 2008

The following questions apply to the entire firm:

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? Yes All located in US? Yes

Are all staff US citizens? No Are all E-Verified? Yes

Answer Yes or No to the following questions.

If answer is Yes, provide details in the Consultant's Cover Letter as required by Section 4.1.

Except Engineers, are any proposed services by 1099 contractors? No

In the last 5 years has the Consultant withdrawn from a project? No

In the last 5 years has the Consultant been fired or released from a project? No

In the last 5 years has the Consultant been involved in any lawsuit? No

In the last 5 years has the Consultant been acquired or merged? No

Duplicate this page if the Consultant proposes to associate with another Architectural firm for any portion of A/E services, and explain in the Consultant's Cover Letter required by Section 4.1. If the Consultant replies "yes" to lawsuit, please complete Attachment H.

CIVIL ENGINEERING FIRM **RESPEC**

Main Office Address: 3824 Jet Drive, Rapid City, SD 57703

The following section applies only to office where project will be designed and produced:

Project Engineer's Office Address: 1412 Jackson Street, Unit 1, Fort Myers, FL 33901

Entity Structure and State: LLC / SD

DESIGN TEAM QUALIFICATIONS

Is this a Branch Office (Y/N) Yes Year Established: 2022
 No. of Licensed Engineers: 5 Total No. of Staff: 9
 Project Engineer's Name: John T. Wojdak, PE
 Degree/ University/ Year: Bachelor of Science, Civil Engineering / University of Delaware / 1997
 Florida License No. 58217 Year Licensed: 2002
 No. of years experience obtaining permits in Collier County, Florida: 25

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? Yes All located in US? Yes
 Are all staff US citizens? Yes Are all E-Verified? Yes

Answer Yes or No to the following questions.

If answer is Yes, provide details in the Consultant's Cover Letter required by Section 4.1.

Are any proposed services by 1099 contractors? No
 In the last 5 years has the Consultant withdrawn from a project? No
 In the last 5 years has the Consultant been fired or released from a project? No
 In the last 5 years has the Consultant been involved in any lawsuit? No
 In the last 5 years has the Consultant been acquired or merged? Yes (DeLisi Fitzgerald, Inc was acquired by RESPEC in 2022)

STRUCTURAL ENGINEER TRC Worldwide Engineering

Main Office Address: 1230 N. University Dr. Plantation, FL 33322

The following section applies only to office where project will be designed and produced:

Project Engineer's Office Address: 11926 Fairway Lakes Dr. Fort Myers, FL 33913

Entity Structure and State: Corporation / FL

Is this a Branch Office (Y/N) Yes Year Established: 1980
 No. of Licensed Engineers: 4 Total No. of Staff: 13
 Project Engineer's Name: Paul Moerschel PE
 Degree/ University/ Year: Master of Science / Georgia Institute of Technology / 1996
 Florida License No. 60487 Year Licensed: 2003
 No. of years experience obtaining permits in Collier County Florida: 23

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? Yes All located in US? Yes
 Are all staff US citizens? Yes Are all E-Verified? Yes

Answer Yes or No to the following questions.

If answer is Yes, provide details in the Consultant's Cover Letter required by Section 4.1.

Are any proposed services by 1099 contractors? No
 In the last 5 years has the Consultant withdrawn from a project? No
 In the last 5 years has the Consultant been fired or released from a project? No
 In the last 5 years has the Consultant been involved in any lawsuit? No
 In the last 5 years has the Consultant been acquired or merged? No

DESIGN TEAM QUALIFICATIONS

MECHANICAL ENGINEER FIRM **OCI Associates, LLC dba CMTA**

Main Office Address: 600 S. Orlando Avenue, Maitland, FL 32751

The following section applies only to office where project will be designed and produced:

Project Engineer's Office Address: 9728 Commerce Center Court, Fort Myers, FL 33908

Entity Structure and State: Limited Liability Company / FL

Is this a Branch Office (Y/N) Yes Year Established: 2003

No. of Licensed Engineers: 9 Total No. of Staff: 50

Project Engineer's Name: Jason Smith, PE, LEED AP BD+C, CEM

Degree/ University/ Year: Bachelor of Science, Electrical Eng. / Univ. of Central Florida / 1997

Florida License No. PE57743 Year Licensed: 2001

No. of years experience obtaining permits in Collier County, Florida: 21

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? Yes All located in US? Yes

Are all staff US citizens? Yes Are all E-Verified? Yes

Answer Yes or No to the following questions.

If answer is Yes, provide details in the Consultant's Cover Letter required by Section 4.1.

Are any proposed services by 1099 contractors? No

In the last 5 years has the Consultant withdrawn from a project? No

In the last 5 years has the Consultant been fired or released from a project? No

In the last 5 years has the Consultant been involved in any lawsuit? No

In the last 5 years has the Consultant been acquired or merged? Yes

ELECTRICAL ENGINEER FIRM **OCI Associates, LLC dba CMTA**

Main Office Address: 600 S. Orlando Avenue, Maitland, FL 32751

The following section applies only to office where project will be designed and produced:

Project Engineer's Office Address: 9728 Commerce Center Court, Fort Myers, FL 33908

Entity Structure and State: Limited Liability Company / FL

Is this a Branch Office (Y/N) Yes Year Established: 2003

No. of Licensed Engineers: 9 Total No. of Staff: 50

Project Engineer's Name: Keith Liatsos, PE, Partner, Electrical Engineer of Record

Degree/ University/ Year: Bachelor of Science, Electrical Eng. / Univ. of Central Florida / 2001

Florida License No. PE66402 Year Licensed: 2006

No. of years experience obtaining permits in Collier County, Florida: 15

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? Yes All located in US? Yes

Are all staff US citizens? Yes Are all E-Verified? Yes

DESIGN TEAM QUALIFICATIONS

Answer Yes or No to the following questions.

If answer is Yes, provide details in the Consultant's Cover Letter required by Section 4.1.

Are any proposed services by 1099 contractors? No

In the last 5 years has the Consultant withdrawn from a project? No

In the last 5 years has the Consultant been fired or released from a project? No

In the last 5 years has the Consultant been involved in any lawsuit? No

In the last 5 years has the Consultant been acquired or merged? Yes

SURVEYOR FIRM N/A

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project Engineer's Office Address: _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No. of Licensed Engineers: _____ Total No. of Staff: _____

Project Engineer's Name: _____

Degree/ University/ Year: _____

Florida License No. _____ Year Licensed: _____

No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? _____ All located in US? _____

Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions.

If answer is Yes, provide details in the Consultant's Cover Letter required by Section 4.1.

Are any proposed services by 1099 contractors? _____

In the last 5 years has the Consultant withdrawn from a project? _____

In the last 5 years has the Consultant been fired or released from a project? _____

In the last 5 years has the Consultant been involved in any lawsuit? _____

In the last 5 years has the Consultant been acquired or merged? _____

As Applicable

SUBCONSULTANT FIRM N/A

Main Office Address: _____

The following section applies only to office where project will be designed and produced:

Project Engineer's Office Address: _____

Entity Structure and State: _____

Is this a Branch Office (Y/N) _____ Year Established: _____

No. of Licensed Engineers: _____ Total No. of Staff: _____

Project Engineer's Name: _____

Degree/ University/ Year: _____

DESIGN TEAM QUALIFICATIONS

Florida License No. _____ Year Licensed: _____
No. of years experience obtaining permits in Collier County, Florida: _____

Answer Yes or No to the following questions.

If answer is No, provide details in the Consultant's Cover Letter required by Section 4.1.

Are all staff W2 Employees? _____ All located in US? _____
Are all staff US citizens? _____ Are all E-Verified? _____

Answer Yes or No to the following questions. If answer is Yes, provide details in the Consultant's Cover Letter required by Section 4.1.

Are any proposed services by 1099 contractors? _____

In the last 5 years has the Consultant withdrawn from a project? _____

In the last 5 years has the Consultant been fired or released from a project? _____

In the last 5 years has the Consultant been involved in any lawsuit? _____

In the last 5 years has the Consultant been acquired or merged? _____

Resumes required to be submitted with this attachment for the proposed Architect and Engineers of Record, Project Manager, and key staff that will actually provide services and documents for the proposed project should identify the following for each person: team member's name, employer's name, assigned office location, team member's role, number of years experience, number of years with Consultant, education, and examples of relevant experience. Resumes should also identify if the team member has experience with the Collier County SDP process and building permitting, and include approximate number and type of permits.

1.
DESIGN TEAM QUALIFICATIONS
 ORGANIZATION CHART



<
Nathalie White, AIA
 Principal-in-Charge / Project Manager

- Responsible for overall team performance
- GNFRD's main point of contact
- Resource allocation
- Ensure goals and needs are met
- Contract administration

DESIGN TEAM



^
Dan Lutarewych,
 AIA
 Project Architect

- Project documentation
- Construction Document preparation
- Consultant coordination



^
Soraya Hutchinson,
 LEED AP
 Technical Production

- Project documentation
- Information distribution
- 3D modeling



^
Gennifer Hunt
 Interior Designer

- Design interiors to meet needs of the users
- Create resilient, cost-efficient interiors



^
Robert Vella
 Construction Administrator

- Facilitate flow of info in construction
- Ensure design concepts are maintained in the field

SUBCONSULTANTS

CMTA, Inc.
 MEP Engineer

TRC Worldwide Engineering
 Structural Engineer

RESPEC Company
 Civil Engineer

KMI International
 Cost Estimator

1.

DESIGN TEAM QUALIFICATIONS

RESUMES

Nathalie White, AIA

Principal-in-Charge/Project Manager

FIRM: SCHENKEL SHULTZ (ESTERO, FL)



EDUCATION

Bachelor of Design in Architecture, University of Florida

REGISTRATION

CO Registered Architect, #00407847

EXPERIENCE

18 years
5 years with Schenkel Shultz

Nathalie, a Principal and Project Manager in Schenkel Shultz's Southwest Florida office, has completed 15+ civic and public safety projects. As Project Manager, Nathalie will be the **day-to-day contact** and will remain actively engaged from design through construction. Nathalie has **experience with Collier County's SDP process** having been the lead on over 7 projects within the County. Specifically, she has submitted building permits for 3 recent projects with the Naples Airport, in addition to presenting design concepts in front of the City's Design Review Board.

RELEVANT EXPERIENCE

Estero Fire Station No. 45 – Estero, FL / 19,200 SF / \$7.1 million / **SWFL Fire Station Design** / 5 apparatus bays, multi-purpose training room, decontamination zone

Sanibel Fire Station No. 172 – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, bunker gear storage, and crew living spaces

Collier County EMS/Fire Station No. 74 – Naples, FL / 14,082 SF / \$10 million / **SWFL Fire Station Design** / apparatus bays, living quarters, offices and support spaces

Collier County EMS Station No. 49 – Naples, FL / 6,000 SF / \$3 million / **SWFL EMS Station Design** / 2 apparatus bays, bunk rooms, day room, kitchen, fitness center and a control room

Sanibel Fire Station No. 171 – Sanibel, FL / 12,312 SF / \$9.8 million / **SWFL Fire Station Design** / replacement facility / full kitchen, common space, fitness area and living quarters

Daniel Lutarewych, AIA

Project Architect

FIRM: SCHENKEL SHULTZ (ESTERO, FL)



EDUCATION

Master of Architecture, University of North Carolina at Charlotte

REGISTRATION

FL Registered Architect, #AR103826

EXPERIENCE

5 years
1 year with Schenkel Shultz

Daniel is an experienced architect with a strong understanding of project design development on a variety of complex projects. He has been performing architectural services in Southwest Florida since 2021, making him very familiar with local building codes and regulations. As Project Architect, Daniel will be responsible for project documentation during the design phases, as well as technical direction, consultant document coordination and construction document preparation. He will also create architectural renderings and drawings to communicate design ideas to GNFRD.

RELEVANT EXPERIENCE

Sanibel Fire Station No. 171 – Sanibel, FL / 12,312 SF / \$9.8 million / **SWFL Fire Station Design** / 3 apparatus bays / elevated 2-story station / crew living quarters, administrative offices, multi-purpose training room and kitchen/breakroom

RSW Public Safety Building – Fort Myers, FL / 17,000 SF / \$13.1 million / **SWFL Public Safety Design** / multi-use facility / houses offices and administrative support spaces

Fellowship Church Ave Maria – Ave Maria, FL / 15,000 SF / \$3.7 million / **experience in Collier County** / new church with worship space, kids program area, offices and classrooms / master planned for future expansion

Estero Sports Complex – Estero, FL / Master planning and design of 7 supporting structures throughout the new campus

1.

DESIGN TEAM QUALIFICATIONS

RESUMES

Soraya Hutchinson, LEED AP

Technical Production

FIRM: SCHENKEL SHULTZ (ESTERO, FL)



EDUCATION

Bachelor of Architecture,
Catholic University
Pereira

REGISTRATION

LEED Accredited

EXPERIENCE

17 years
2 years with Schenkel Shultz

As a seasoned professional with over 17 years of experience and an extensive portfolio, Soraya brings a vast amount of knowledge to the Schenkel Shultz team. As LEED Accredited Professional, she is a valuable asset in ensuring all designs are completed with a thoughtful consideration towards environmental impacts. She will assist in design documentation, technical production, project documentation and ensure that all sustainable goals are met and appropriately executed.

RELEVANT EXPERIENCE

Charlotte County Fire Station No. 3 – Charlotte County, FL / 9,232 SF / \$4.8 million / **SWFL Fire Station Design** / replacement fire station / located in flood zone / houses 3 shifts of department staff

Charlotte County Fire Station No. 6 – Charlotte County, FL / 9,232 SF / \$4.5 million / **SWFL Fire Station Design** / replacement fire station / houses 3 shifts of department staff / multipurpose spaces

Charlotte County Fire Station No. 17 – Charlotte County, FL / 12,160 SF / \$5.6 million / **SWFL Fire Station Design** / multipurpose spaces, turn-out gear storage with ventilation, crew living spaces

RSW Public Safety Building – Fort Myers, FL / 17,000 SF / \$13.1 million / **SWFL Public Safety Design** / multi-use facility / planned for future expansion / house offices and administrative support spaces

Gennifer Hunt

Interior Designer

FIRM: SCHENKEL SHULTZ (ESTERO, FL)



EDUCATION

Bachelor of Science in
Interior Design,
Southwest Florida College

REGISTRATION

N/A

EXPERIENCE

14 years
4 years with Schenkel Shultz

Gennifer has extensive experience designing interiors for a variety of projects, including municipal and governmental projects on Florida's Gulf Coast. She understands how to design a functional, safe, and comfortable environment for responders who will make this facility their home away from home. She will work closely with the Sanibel Fire & Rescue District to create interiors and finishes that will align with your design standards and are cost effective.

RELEVANT EXPERIENCE

Estero Fire Station No. 45 – Estero, FL / 19,200 SF / \$7.1 million / **SWFL Fire Station Design** / fire training tower, public area, hot zone, 5 apparatus bays, storage facility, training facility

Sanibel Fire Station No. 172 – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

North Port Fire Station No. 81 – North Port, FL / 21,500 SF / \$15 million / **SWFL Fire Station Design** / living quarters, 4 apparatus bays, kitchen and training facilities / separate admin building

RSW Public Safety Building – Fort Myers, FL / 17,000 SF / \$13.1 million / **SWFL Public Safety Design** / multi-use facility / houses offices and administrative support spaces

1.

DESIGN TEAM QUALIFICATIONS

RESUMES

Robert Vella

Construction Administrator

FIRM: SCHENKEL SHULTZ (ORLANDO, FL)



EDUCATION

High School Diploma

REGISTRATION

N/A

EXPERIENCE

31 years

12 years with Schenkel Shultz

Robert has 31 years of experience in the construction industry and has served as the construction administrator for 6 fire stations within the past 5 years. He will work with the design team and Sanibel Fire & Rescue District to coordinate activities and responsibilities. His responsibilities will include inspections for quality control, substantial and final completion, close-out documentation and field issues including conflict resolution.

RELEVANT EXPERIENCE

Estero Fire Station No. 45 – Estero, FL / 19,200 SF / \$7.1 million / **SWFL Fire Station Design** / fire training tower, public area, hot zone, 5 apparatus bays, storage facility, training facility

Sanibel Fire Station No. 172 – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

Palm Coast Fire Station No. 26 – Palm Coast, FL / 10,000 SF / \$3.1 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, gear wash/dry area, a day room, locker rooms

Parrish Fire Station No. 2 – Parrish, FL / 10,000 SF / \$6.2 million / **Fire Station Design** / training rooms, administration offices, decontamination areas, community room and additional support spaces

Jason Smith, PE, LEED AP, CEM

Mechanical Engineer

FIRM: CMTA (MAITLAND, FL)



EDUCATION

Bachelor of Science,
University of Central Florida

REGISTRATION

FL Registered Engineer,
#55743

EXPERIENCE

37 years

33 years with CMTA

As the Mechanical Engineer of Record (MEOR), Jason plays a critical role in the development of mechanical scopes, conducting meticulous Quality Assurance/Quality Control (QA/QC) of construction documents, and providing innovative design solutions. As a LEED Accredited Professional and Certified Energy Manager, he brings a wealth of expertise, ensuring sustainable and energy-efficient practices in all projects.

RELEVANT EXPERIENCE

Captiva Island Fire Station No. 181 – Captiva, FL / 9,000 SF / \$3.5 million / **SWFL Fire Station Design** / offices, living quarters, a fitness facility, decontamination, gear wash/dry area, and kitchen

Seminole County Fire Station No. 25* – Casselberry, FL / 12,158 SF / \$8.9 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, kitchen, a day room, and locker rooms

Seminole County Fire Station No. 39* – Sanford, FL / 12,920 SF / \$8.3 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, kitchen, a day room, and locker rooms

Palm Coast Fire Station No. 22* – Palm Coast, FL / 10,000 SF / \$5 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, gear wash/dry area, a day room, locker rooms

*experience with Schenkel Shultz

1.

DESIGN TEAM QUALIFICATIONS

RESUMES

Gary Wydock, EI

Mechanical Project Manager

FIRM: CMTA (FORT MYERS, FL)



EDUCATION

Bachelor of Science in Mechanical Engineering, Penn State University

REGISTRATION

N/A

EXPERIENCE

43 years
21 years with CMTA

Gary offers over 43 years of experience in the design of HVAC, plumbing and fire protection systems. He is responsible for the daily operations/management of the Fort Myers office in addition to project management, design and construction administration duties. He has spearheaded the mechanical design for more than 35 public safety facilities, including 6 coastal and local Southwest Florida Fire Stations.

RELEVANT EXPERIENCE

Sanibel Fire Station No. 172* – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

Charlotte County Sheriff's Administrative Headquarters* – Port Charlotte, FL / 62,411 SF / \$37.2 million / **Administration Design** / office space, training room, fitness center, locker rooms, break-room, secure main lobby

Immokalee Fire Station No. 32 & Logistics Building – Immokalee, FL / 22,000 SF / \$10 million / **Fire Station Design** / board room, training space, support offices, dorms, gear storage and decontamination

Captiva Island Fire Station No. 181 – Captiva, FL / 9,000 SF / \$3.5 million / **Coastal Fire Station Design** / offices, living quarters, a fitness facility, decontamination, gear wash/dry area, and kitchen

Keith Liatsos, PE

Electrical Engineer

FIRM: CMTA (MAITLAND, FL)



EDUCATION

Bachelor of Science, University of Central Florida

REGISTRATION

FL Registered Engineer, #66402

EXPERIENCE

24 years
15 years with CMTA

Keith is a seasoned electrical engineer with principal areas of design that encompass lighting, power distribution (both low voltage and medium voltage), emergency systems, and fire alarm systems. As the Electrical Engineer of Record (EEOR), he has been instrumental in a wide range of projects, from facility studies and assessments to system replacements, comprehensive renovations, and new construction.

RELEVANT EXPERIENCE

Captiva Island Fire Station No. 181 – Captiva, FL / 9,000 SF / \$3.5 million / **SWFL Fire Station Design** / offices, living quarters, a fitness facility, decontamination, gear wash/dry area, and kitchen

Seminole County Fire Station No. 25* – Casselberry, FL / 12,158 SF / \$8.9 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, kitchen, a day room, and locker rooms

Seminole County Fire Station No. 39* – Sanford, FL / 12,920 SF / \$8.3 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, kitchen, a day room, and locker rooms

Palm Coast Fire Station No. 22* – Palm Coast, FL / 10,000 SF / \$5 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, gear wash/dry area, a day room, locker rooms

**experience with Schenkel Shultz*

1.

DESIGN TEAM QUALIFICATIONS

RESUMES

Gerardo Fedon

Electrical Project Manager

FIRM: CMTA (FORT MYERS, FL)



EDUCATION

Bachelor of Science in Electrical Engineering, Universidad de Carabobo

REGISTRATION

N/A

EXPERIENCE

9 years
3 years with CMTA

Gerardo has 9 years of experience in designing interior/exterior lighting, building power distribution, medium voltage power distribution, emergency systems, and fire alarm systems. He utilizes Revit, AutoCAD, and AGI Photometrics in his design of new, renovation, and upgrade projects for municipal, K-12, higher education, multi-family, and office facilities.

RELEVANT EXPERIENCE

Sanibel Fire Station No. 172* – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

St. Petersburg Fire Station No. 2 – St. Petersburg, FL / 8,500 SF / \$5 million / **Fire Station Design** / single-story fire station including an EMS room, fitness center, and living quarters

Pasco Hernandez State College Fire Station No. 2 – New Port Richey, FL / 10,604 SF / \$5.4 million / **Fire Station Design** / 2 apparatus bays, offices, conference rooms, gear/storage space and training tower

Charlotte County Sheriff's Administrative Headquarters* – Port Charlotte, FL / 62,411 SF / \$37.2 million / **Administration Design** / office space, training room, fitness center, locker rooms, break-room, secure main lobby

Paul Moerschel, PE, SI

Structural Engineer

FIRM: TRC WORLDWIDE (FORT MYERS, FL)



EDUCATION

Master of Science, Georgia Institute of Technology

REGISTRATION

FL Registered Engineer, #60487

EXPERIENCE

28 years
23 years with TRC

As managing principal of TRC's Fort Myers office, Paul has had a major role in the design and detailing of various projects and structure types including municipal, educational, residential, office buildings, hotels, healthcare, and small commercial buildings. His experience has enabled him to effectively manage projects while providing a high level of client satisfaction with engineer services and structural drawings.

RELEVANT EXPERIENCE

Sanibel Fire Station No. 172* – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

Cape Coral Fire Station No. 13 – Cape Coral, FL / 9,161 SF / \$7.7 million / **SWFL Fire Station Design** / single-story station / 3 apparatus bays, mezzanine, living quarters / designed to withstand cat. 5 hurricanes

Cape Coral Fire Station No. 12 – Cape Coral, FL / 11,223 SF / \$4.9 million / **SWFL Fire Station Design** / single-story station / 3 apparatus bays, mezzanine, living quarters / designed to withstand cat. 5 hurricanes

Naples Fire Station No. 1 & Administration – Naples, FL / 22,600 SF / \$9.5 million / **SWFL Fire Station Design** / 2-story station / houses EMS and fire dept. admin / elevated and reinforced for weather resistance

*experience with Schenkel Shultz

1.

DESIGN TEAM QUALIFICATIONS

RESUMES

John Wojdak, PE

Civil Engineer

FIRM: RESPEC (FORT MYERS, FL)



EDUCATION

BS in Civil Engineering,
University of Delaware

REGISTRATION

FL Registered Engineer,
#58217

EXPERIENCE

25 years
12 years with RESPEC

John has served as the engineer of record and project manager for a diverse client base, including local governmental agencies, non-profit organizations, and private developers throughout the Southwest Florida area. His design, permitting, and project management work includes projects that range in size from small urban infill redevelopments to medium and large-sized master-planned mixed-use communities and Developments of Regional Impact.

RELEVANT EXPERIENCE

Sanibel Fire Station No. 172* – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

Estero Fire Station No. 45* – Estero, FL / 19,200 SF / \$7.1 million / **SWFL Fire Station Design** / fire training tower, public area, hot zone, 5 apparatus bays, storage facility, training facility

Estero Fire Station No. 43 & Administration – Estero, FL / **SWFL Fire Station Design** / site planning, due diligence scheduling for the expansion of the overall campus for additional parking and storage as well as expansion of the existing Station 43

RSW Fire Station Utility Corridor – Fort Myers, FL / **SWFL Experience** / design of 1-mile utility corridor to extend water, sewer, security, power, and telecom from the RSW Terminal building to the fire station

Matthew Knight

Cost Estimator

FIRM: KMI INTERNATIONAL (MAITLAND, FL)



EDUCATION

A.S. – Construction
Management, Valencia
College

REGISTRATION

N/A

EXPERIENCE

20 years
15 years with KMI

Matthew has 20 years of Construction Management and Cost Estimating experience. He is a seasoned estimating leader known for delivering accurate, timely, and effective cost solutions across a wide range of complex projects. Matt leads a high-performing team focused on providing reliable cost guidance from conceptual planning through final design. His leadership is grounded in deep technical expertise, exceptional coordination skills, and a proven ability to balance design intent with budget objectives.

RELEVANT EXPERIENCE

Seminole County Fire Station No. 25* – Casselberry, FL / 12,158 SF / \$8.9 million / **Fire Station Design** / offices, living quarters, a fitness facility, medical storage, kitchen, a day room, and locker rooms

Sanibel Fire Station No. 171* – Sanibel, FL / 12,312 SF / \$9.8 million / **SWFL Fire Station Design** / 3 apparatus bays / elevated 2-story station / crew living quarters, administrative offices, multi-purpose training room and kitchen/breakroom

Sanibel Fire Station No. 172* – Sanibel, FL / 12,012 SF / \$7.4 million / **SWFL Fire Station Design** / 3 apparatus bays, fitness area, public lobby, bunker gear storage, and crew living spaces / elevated 2-story station

Flagler Fire Station No. 62* – Bunnell, FL / 20,000 SF / \$10 million / **Fire Station Design** / admin campus

**experience with Schenkel Shultz*



TAB 2

PROJECT
EXPERIENCE

2.

PROJECT EXPERIENCE

Fire station design balances essential operations with a need to provide a home-away-from-home for first responders. The exterior design gives each station visibility in the community and an identity of the Fire District. Thoughtfully planning the interior blends together housing, recreation, administrative, training, community education and equipment storage into a single facility. **Schenkel Shultz's state-of-the-art fire station design focuses on emergency response times, while prioritizing safety of the first responders.**

We utilize design and operational strategies that create separate zones for containments to help reduce the exposure to hazardous materials and improve the long-term health of the first responders who are protecting our communities. Our main goal is to protect the community, while making sure the crew returns home safely.

We understand the importance of designing fire stations that meet the specific needs of the first

responders and users who occupy and use the facility. Schenkel Shultz will engage with staff and personnel, as well as District staff and stakeholders, to ensure your vision and specific needs are met. **Overall, Schenkel Shultz has designed more than 25 fire stations in Florida** that have been based on current industry best practices and essential facility design standards. **In Collier County, we designed two EMS Stations to serve the growing population.** The stations combine County EMS services with GNFRD services to ensure efficient response times. EMS Station #74 in Golden Gate Estates is nearing completion and went through the Collier County permitting process.

The following pages provide detailed information on recent projects that are most similar in size and scope to the Greater Naples Fire Rescue District Station #26.



◀
Civic Architecture
Fire Station No. 81,
City of DeLand

▶
Gear Storage
Fire Station No. 2,
Parrish Fire District



2.

PROJECT EXPERIENCE

ATTACHMENT B

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: **Estero Fire Station # 45**
Project Location: Estero, FL
Client: Estero Fire District
Client Representative & Email: Scott Vanderbrook, Fire Chief / vanderbrook@esterofire.org
Design Architect: Schenkel Shultz
Architect of Record: Gary Krueger, AIA / Schenkel Shultz
Project Manager: Nathalie White, AIA / Schenkel Shultz
Construction Administrator: Robert Vella / / Schenkel Shultz
Civil Engineer / Firm: John Wojdak, PE / RESPEC (formerly DeLisi Fitzgerald)
Structural Engineer / Firm: Shawn Anderson, PE / Select Structural
Mechanical Engineer / Firm: Todd Griffith, PE / Matern Professional Engineering
Electrical Engineer / Firm: Scott Lain, PE / Matern Professional Engineering
Year Designed: 2021 Year Completed: 2023
Building Construction Cost: \$ 7,144,222 Project Size (SF): 19,200 SF
Building Constr. Cost per SF \$ 372.09 No. of Bays: 5
Construction Change Orders \$ (1,48,767.55) No. of CO's.: 5
Construction Change Orders as percentage of Construction Cost: Less than 1%
Contractor's Name/ City: EnviroStruct, LLC. / Bonita Springs, FL

Method of Project Delivery (indicate Yes where applicable):

Design-Competitive Bid-Build: _____ Design-Build: _____
Public-Private Partnership: _____ Constr. Manager: Yes

Project Narrative or Photo: See following page for project sheet with narrative description and photos.

2.

PROJECT EXPERIENCE

Estero Fire Station No. 45 Estero, FL



Fire Station #45, located off Corkscrew Road, a major thoroughfare in Estero, was needed to meet the increased demand of this growing part of Lee County. Surrounded by residential development and a protected preserve, the 5-acre site was designed with an open layout for rapid response and created a civic and community presence. Inspired by local ecology and wildlife, the design features a wrap-around porch and elements that fit within the community. The facility is functional and easy to maintain, as well as flexible for future expansion.

As a creative and cost effective solution, the design team selected a pre-engineered metal building as the primary building structure. The durability of maintenance-free characteristics help reduce life-cycle cost without comprising aesthetics. The station includes:

- 5 apparatus bays with 3 drive-through bays and 2 back-in bays for EMS with watch room
- Bunk rooms and lockers to accommodate 3 rotating shifts
- Fitness room
- EMS treatment room with medical storage
- Kitchen / dining and dayroom with exterior patio
- Secure, public lobby

Additionally, on-site is a logistics warehouse for prop storage, a training tower and multiple training buildings that simulate real world training scenarios and a helipad.

Relevancy

- + Experience in SWFL
- + Same Project Manager
- + Fire Station Design
- + Complements Surrounding Community
- + Accommodated Growth in the County
- + Zone Separation
- + Multi-Purpose Training Room for use by Governmental Agencies & the Community for up to 25 people
- + Hardened Essential Facility
- + Redundant Back-up Systems
- + Houses Fire & EMS

2.

PROJECT EXPERIENCE

ATTACHMENT B

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: **Sanibel Fire Station #172**
Project Location: Sanibel, FL
Client: Sanibel Fire and Rescue District
Client Representative & Email: Kevin Barbot, Fire Chief / kbarbot@sanibelfire.com
Design Architect: Schenkel Shultz
Architect of Record: Gary Krueger, AIA / Schenkel Shultz
Project Manager: Nathalie White, AIA / Schenkel Shultz
Construction Administrator: Robert Vella / Schenkel Shultz
Civil Engineer / Firm: John Wojdak, PE / RESPEC
Structural Engineer / Firm: Paul Morschel, PE / TRC Worldwide
Mechanical Engineer / Firm: Jason Smith, PE / CMTA (formerly OCI Associates)
Electrical Engineer / Firm: Keith Liatsos, PE / CMTA (formerly OCI Associates)
Year Designed: 2023 Year Completed: 2026
Building Construction Cost: \$ 7,439,017 Project Size (SF): 12,012 SF
Building Constr. Cost per SF \$ 619.30 No. of Bays: 3
Construction Change Orders \$ (72,695.54) No. of CO's.: 26
Construction Change Orders as percentage of Construction Cost: Less than 1%
Contractor's Name/ City: Manhattan Construction / Naples, FL

Method of Project Delivery (indicate Yes where applicable):

Design-Competitive Bid-Build: Yes Design-Build: _____
Public-Private Partnership: _____ Constr. Manager: _____

Project Narrative or Photo: See following page for project sheet with narrative description and photos.

2.

PROJECT EXPERIENCE

Sanibel Fire Station #172 Sanibel, FL



Schenkel Shultz designed the replacement station for Sanibel Fire & Rescue District's (SFRD) Station #172 that was damaged beyond repair by Hurricane Ian. The replacement station was built on the existing site located on the north end of the island.

Partial funding for the project has been designated from FEMA. To meet the guidelines of the grant, cost estimates were provided and refined at each milestone. Located in a flood zone, the design had to meet the requirements of both the FEMA base flood elevation and the City of Sanibel's height restrictions. The design team collaborated with the City to ensure all standards were met and throughout the permitting process.

Programmed along two stories, the ground level is designed at 13 feet above sea level, and features 3 drive-through apparatus bays, bunker gear room, storage and controlled access between these functional components and the public reception area and treatment room. The second level houses an elevated corner watch room with clear views, living quarters, fitness room, kitchen / dining and a dayroom to serve as a second home for first responders.

The architecture was inspired by the iconic lighthouse, beauty and character of Sanibel Island, incorporating durable coastal concrete tabby building material comprised of shells which gets stronger over time. The project also incorporated murals designed by a local artist.

Relevancy

- + Experience in SWFL
- + Same Project Manager
- + Same Design Team
- + Fire Station Design
- + Complements Surrounding Community
- + Zone Separation
- + Hardened Essential Facility
- + Redundant Back-up Systems

2.

PROJECT EXPERIENCE

ATTACHMENT B

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: **Sanibel Fire Station #171 Renovation**

Project Location: Sanibel, FL

Client: Sanibel Fire and Rescue District

Client Representative & Email: Kevin Barbot, Fire Chief / kbarbot@sanibelfire.com

Design Architect: Schenkel Shultz

Architect of Record: Ken Dean, AIA / Schenkel Shultz

Project Manager: Nathalie White, AIA / Schenkel Shultz

Construction Administrator: Nathalie White, AIA / Schenkel Shultz

Civil Engineer / Firm: John Wojdak, PE / RESPEC

Structural Engineer / Firm: Paul Morschel, PE / TRC Worldwide

Mechanical Engineer / Firm: Jason Smith, PE / CMTA

Electrical Engineer / Firm: Keith Liatsos, PE / CMTA

Year Designed: 2025 Year Completed: Est. 2027

Building Construction Cost: \$ 9,891,436 Project Size (SF): 12,312 SF

Building Constr. Cost per SF \$ 803.40 No. of Bays: 3

Construction Change Orders \$ N/A No. of CO's.: N/A

Construction Change Orders as percentage of Construction Cost: N/A

Contractor's Name/ City: Manhattan Construction / Naples, FL

Method of Project Delivery (indicate Yes where applicable):

Design-Competitive Bid-Build: Yes Design-Build: _____

Public-Private Partnership: _____ Constr. Manager: _____

Project Narrative or Photo: See following page for project sheet with narrative description and photos.

2.

PROJECT EXPERIENCE

Sanibel Fire Station #171 Renovation Sanibel, FL



Following extensive damage to the Island from Hurricane Ian, the Sanibel Fire & Rescue District (SFRD) needed a revitalized facility to improve its existing Fire Station # 171. This station is central on the Island and is home to the Fire District's Administrative offices.

The first step of the project was to analyze the current infrastructure and remodel the station in consideration of current FEMA requirements and flood maps. The new station will be equipped with a hardened exterior that exemplifies the resiliency of the Sanibel community. The scope includes keeping the apparatus bay floor and the on-site training tower and replacing the administrative and crew living spaces.

Additionally, interior spaces will be re-imagined to meet the current needs of SFRD. This includes functional spaces throughout the core of the facility, such as first responder living quarters, kitchen and breakroom facilities, administrative space, common areas and gym/workout areas. The station is designed to be flexible to serve as command post during disaster events. It will also house an EOC and training room for up to 25 people. The design will add an inviting community lobby and have an aesthetic that aligns with the charm of Sanibel Island.

Relevancy

- + Experience in SWFL
- + Same Project Manager
- + Same Design Team
- + Fire Station Design
- + Complements Surrounding Community
- + Zone Separation
- + Hardened Essential Facility
- + Redundant Back-up Systems
- + Houses Fire & EMS
- + Multi-Purpose Training Room for use by Governmental Agencies & the Community for up to 25 people

2.

PROJECT EXPERIENCE

ATTACHMENT B

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: **North Port Fire Station #81**

Project Location: North Port, FL

Client: City of North Port

Client Representative & Email: Kim Humphrey, Project Manager / khumphrey@northportfl.gov

Design Architect: Schenkel Shultz

Architect of Record: Ken Dean, AIA / Schenkel Shultz

Project Manager: Zoran Lozanovski, RA / Schenkel Shultz

Construction Administrator: Ken Dean, AIA / Schenkel Shultz

Civil Engineer / Firm: Bobbi Claybrooke, PE / AM Engineering

Structural Engineer / Firm: Karl Hees, PE / Bennett & Pless

Mechanical Engineer / Firm: Kay Clem, PE / ME3 Consulting Engineers

Electrical Engineer / Firm: Bryan Zapf, PE / ME3 Consulting Engineers

Year Designed: 2025 Year Completed: Est. 2027

Building Construction Cost: \$ 15,507,229 Project Size (SF): 22,025 SF

Building Constr. Cost per SF \$ 704.07 No. of Bays: 3

Construction Change Orders \$ N/A-construction started 1/26 No. of CO's.: N/A

Construction Change Orders as percentage of Construction Cost: N/A

Contractor's Name/ City: Wharton-Smith/ North Port, FL

Method of Project Delivery (indicate Yes where applicable):

Design-Competitive Bid-Build: _____ Design-Build: _____

Public-Private Partnership: _____ Constr. Manager: Yes

Project Narrative or Photo: See following page for project sheet with narrative description and photos.

2.

PROJECT EXPERIENCE

North Port Fire Station #81 North Port, FL



In 2020, Schenkel Shultz was hired by the City of North Port to renovate and create an addition to Fire Station No. 81. Following design and during the construction of the addition/renovation, the city was struck by Hurricane Ian, causing severe damage throughout surrounding areas along the Florida coastline and ultimately halting the project in its entirety.

Schenkel Shultz developed an assessment of its current facilities to determine whether it would be beneficial to strengthen the existing fire station or rebuild it altogether. A new fire station would prove to be more cost-effective and provide the City with opportunity to re-optimize its codes and standards to prevent future damage from severe weather.

The new fire station was designed to enhance the functionality of the site for first responders and visitors. The floor plan is intentionally designed to create separation between the fire house (dorms, 4 apparatus bays, kitchen and training facilities) and the administrative offices and conference rooms meant primarily for government employees and site visitors. This design concept allows department firefighters to have a home-away-from-home without the distractions of the administrative work next door.

Relevancy

- + Florida Fire Station Design
- + Complements Surrounding Community
- + Zone Separation
- + Hardened Essential Facility
- + Redundant Back-up Systems
- + Houses Fire & EMS
- + Multi-Purpose Training Room for use by Governmental Agencies & the Community

2.

PROJECT EXPERIENCE

ATTACHMENT B

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: **Sarasota Fire Station #9**
Project Location: Sarasota, FL
Client: Sarasota County Government
Client Representative & Email: Tonia Toca, Technical Manager / ttoca@scgov.net
Design Architect: Schenkel Shultz
Architect of Record: Ken Dean, AIA / Schenkel Shultz
Project Manager: Rob Russell, RA / Schenkel Shultz
Construction Administrator: Rob Russell, RA / Schenkel Shultz
Civil Engineer / Firm: Shawn Leins, PE / AM Engineering
Structural Engineer / Firm: Karl Hees, PE / Bennett & Pless
Mechanical Engineer / Firm: Kay Clem, PE / ME3 Consulting Engineers
Electrical Engineer / Firm: Bryan Zapf, PE / ME3 Consulting Engineers
Year Designed: 2020 Year Completed: 2022
Building Construction Cost: \$ 7,391,523 Project Size (SF): 9,969 SF
Building Constr. Cost per SF \$ 741.45 No. of Bays: 3
Construction Change Orders \$ 86,833 (from contingency) No. of CO's.: 11
Construction Change Orders as percentage of Construction Cost: 0%
Contractor's Name/ City: Willis A. Smith Constructuion / Sarasota, FL

Method of Project Delivery (indicate Yes where applicable):

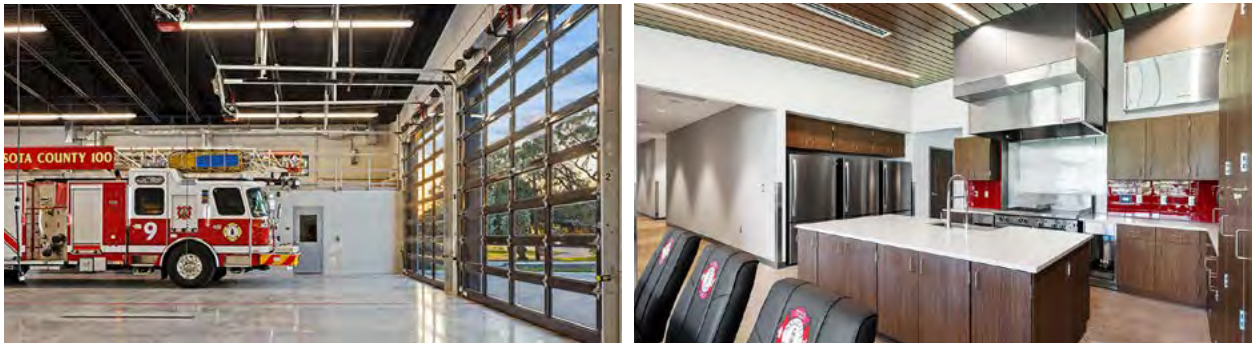
Design-Competitive Bid-Build: _____ Design-Build: _____
Public-Private Partnership: _____ Constr. Manager: Yes

Project Narrative or Photo: See following page for project sheet with narrative description and photos.

2.

PROJECT EXPERIENCE

Sarasota Fire Station #9 Sarasota, FL



The new, modern design of Fire Station #9 replaces an outdated facility. Prominently located within the community, one of the goals was to ensure that the replacement station was designed with a modern aesthetic that reflected the community. The design team engaged with the County and stakeholders through charrettes and survey questionnaires to create a design that accommodates the project site, program needs and current building code. Additionally, the design team worked with the County to relocate operations to a temporary facility in order to ensure minimal disruption of the fire rescue operations during construction of the replacement facility.

SchenkelShultz incorporated lessons learned and best practices to enhance the layout of the space with more functionality, additional office and storage space, as well as creating a space that provides a healthy environment for the crew and first responders.

The new station includes:

- 3 drive-through Apparatus Bays
- EMS bay, storage and triage located off the bay for easy access
- Staff offices
- Fitness Area
- Kitchen and dining space
- Crew lounge / dayroom
- Bunk rooms with lockers to accommodate 3 rotating shifts
- On-site fueling station

Relevancy

- + Florida Fire Station Design
- + Complements Surrounding Community
- + Zone Separation
- + Hardened Essential Facility
- + Redundant Back-up Systems
- + Houses Fire & EMS
- + LEED Certified

2.

PROJECT EXPERIENCE

ATTACHMENT B

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT B – PROJECT EXPERIENCE FORM

Use this form for not less than three (3) completed representative projects.

Project Name: **Parrish Fire Station #2**
Project Location: Parrish, FL
Client: Parrish Fire District
Client Representative & Email: Stacey Bailey, Fire Chief / sbailey@parrishfd.org
Design Architect: Schenkel Shultz
Architect of Record: Ken Dean, AIA / Schenkel Shultz
Project Manager: Zoran Lozanovski, RA / Schenkel Shultz
Construction Administrator: Robert Vella / Schenkel Shultz
Civil Engineer / Firm: ZNS Engineering (contracted directly by the client)
Structural Engineer / Firm: Karl Hees, PE / Bennett & Pless
Mechanical Engineer / Firm: Kay Clem, PE / ME3 Consulting Engineers
Electrical Engineer / Firm: Bryan Zapf, PE / ME3 Consulting Engineers
Year Designed: 2021 Year Completed: 2023
Building Construction Cost: \$ 7,208,492 Project Size (SF): 10,000 SF
Building Constr. Cost per SF \$ 720.85 No. of Bays: 3
Construction Change Orders \$ (1,343,812) No. of CO's.: 9
Construction Change Orders as percentage of Construction Cost: 5%
Contractor's Name/ City: Willis A. Smith Constructuion / Sarasota, FL

Method of Project Delivery (indicate Yes where applicable):

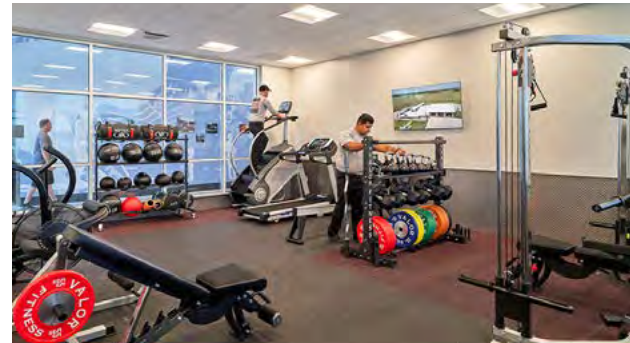
Design-Competitive Bid-Build: _____ Design-Build: _____
Public-Private Partnership: _____ Constr. Manager: Yes

Project Narrative or Photo: See following page for project sheet with narrative description and photos.

2.

PROJECT EXPERIENCE

Parrish Fire Station #2 Parrish, FL



As the population continues to grow in Manatee County and Parrish specifically, the design of new fire station was needed to ensure safety and quick response times in the community. During planning and programming, the Schenkel Shultz team toured the District previous fire stations to understand the needs and goals. We met with stakeholders and staff to create an efficient layout that provides the crew with paths for quick response times.

The design of Fire Station No. 2 creatively borrows from the local vernacular of old Florida, emulating a club house to complement the surrounding community of Parrish. The building was designed around a centralized, open corridor with raised roof, which functionally provides ample daylighting throughout the facility, while keeping the design aesthetically pleasing.

The fire station accommodates 3 drive-thru apparatus bays, an inviting public lobby with a wall graphic that highlights the history and legacy of the community. The administration space includes a community multi-purpose room that will double as a training classroom for firefighters. Additionally, the fire station is an essential hardened facility and includes full redundant back-up systems designed for storm survivability. Other interior spaces include: staff offices, bunk rooms, day-room, commercial kitchen and dining area, physical fitness area, separate decontamination areas and an exterior patio.

Relevancy

- + Florida Fire Station Design
- + Complements Surrounding Community
- + Accommodated Growth in the County
- + Zone Separation
- + Hardened Essential Facility
- + Redundant Back-up Systems
- + Houses Fire & EMS



TAB 3

PROJECT
APPROACH

3.

PROJECT APPROACH

Schenkel Shultz will utilize a Consensus Building Design Process on Fire Station #26 to ensure we understand and address the vision of the Fire District, while seeking input from the user groups and stakeholders who will be responsible for operating and maintaining the facility throughout its lifetime.

As previously mentioned, our Project Manager, Nathalie White, AIA, will oversee design compliance, submissions, costs, drawing production, publishing schedule, and constructability analysis. While direct lines of communication are critical between all team members, **Nathalie will serve as the day-to-day contact** and communicate all design information to our project team. This open line of communication concentrated within a single design firm achieves early design coordination, minimizes installation conflicts, and maintains a productive installation schedule.

Additionally, our team of design engineers will seek coordination, installation, and vendor pricing feedback from the selected contractor. Our team views the design of fire stations through an operations-based, function-focused "lens" and believes efficient and effective operations are best be planned for, and achieved, when we understand the duties and related tasks that each unit of the first responders will perform on a daily basis.

Our "day in the life" method of communicating with first responders, who will utilize the building, has allowed our team to design more efficient and mission-oriented facilities.

Our design for Greater Naples Fire Rescue District (GNFRD) will enable staff to be more efficient and

effective in carrying out their assigned duties and includes the following process:

We will begin with a kick-off meeting to discuss the project's goals and objectives and introduce the key team members and their respective roles. This meeting will involve a core group of decision makers, including representatives of the Fire District facilities team and staff who will remain engaged throughout the entire process.

In addition, during this initial meeting, we will discuss schedules, roles, budget, primary means of communication, and we generate the level of passion and commitment this project deserves. At this partnering session, design and construction processes will be formed, along with a collaborative team, to ensure a comprehensive project delivery with constant involvement in all phases by the critical stakeholders.

The design and construction of this project requires an extraordinary, trusting partnership between Schenkel Shultz, the selected contractor, and the Greater Naples Fire Rescue District.

Our team understands the importance and critical use nature of public safety and essential facilities. Our approach is based on a comprehensive evaluation of anticipated needs, including: enhanced structural capacity, emergency or redundant power supply, redundant communication and data distribution, back up HVAC, as well as, potable water and sanitary conveyance to support the facility occupants for extended periods.

>
Modern Kitchen Design
Fire Station No. 172,
Sanibel Fire & Rescue
District



3.

PROJECT APPROACH

In the schematic stage, the design concept is created and the creative process begins to unfold. In this phase, we want to understand what the building will look like and how it will fulfill the GNFRD's expectations and goals. Under the leadership of our Project Manager, Nathalie White, AIA, and our Project Architect, Dan Lutarewych, AIA, the design team will create a state-of-the-art, consolidated design that brings the Fire District's vision and goals into reality.

Our team will develop sketches, drawings, mass models, and computer generated 3D images as visual representation of the design throughout this process. The workshops allow our team the opportunity to interact in an open and creative manner. We will continue to collaborate with the GNFRD to refine the designs to determine the best layout, systems, and materials to achieve the project's goals.

Once the design concept is agreed upon and schematic drawings are produced, the details will start to be refined. This process will begin with an analysis of the site plan, floor plans, elevations, and building volumes.

Our goal is to develop a more detailed set of drawings and information from which the building and site systems can be accurately designed.



^
**Interior Dining Area
with Customized
Furniture**
Fire Station No. 45,
Estero Fire Rescue
District

<
**Exterior Porch and
Dining Area**
Fire Station No. 9,
Sarasota County
Government

3.

PROJECT APPROACH

As we examine the design for the building and site systems, we will further integrate civil, electrical, mechanical, fire protection, and structural engineering with architectural volumes and interior spaces. In addition to drawings and other documents, we develop an outline specification that describes the methods and materials utilized in the project.

Working with our Cost Estimator, KMI, we will develop a detailed cost estimate based on the refined floor plans, initial engineering and outline specification. This cost estimate allows for continual re-evaluation of the building and site systems. A fire station is operated on a 24/7 basis. It is important for the design team to provide an atmosphere that is comfortable, ergonomic, durable and maintenance friendly.

During this phase, our Interior Designer, Gennifer Hunt, will work closely with the GNFRD to create an interior environment that meets all the unique needs of the fire station.

Based on a firm design foundation, cost analysis, and detailed schedule, the development of construction documents is implemented in the shortest possible time. The final stage of construction document preparation includes another independent, in-house value analysis in the context of the program to ensure the most cost-effective judgments have been made by the entire team.

The analysis is conducted concurrently with the preparation of detailed cost estimates. These activities are summarized with priority recommendations before being released for construction bidding. If final adjustments are required, they are made at this time in order to obtain Owner/User/Agency approval.

During the construction administration phase Robert Vella, a 31 year industry veteran, will be your main point of contact for the design team. It is also crucial that Nathalie White, Project Manager, remain engaged throughout construction to ensure your vision is not lost and help establish a continuity from design into construction. Robert can be on site as needed to address any issues and make sure the project is moving forward as it should.

>
**Community
Oriented Fire
Station Design**
Fire Station No. 22,
Palm Coast Fire
Department





TAB 4

REFERENCES

4.

REFERENCE PROJECTS

ATTACHMENT C

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT C – REFERENCE FORM

Use this form for not less than three (3) clients, with the references from three (3) projects from the last five (5) years.

This section is to be completed by the Consultant:

Consultant's Name: Schenkel & Shultz, Inc.
 Architect's Name: Schenkel & Shultz, Inc. - Nathalie White, AIA
 Project Name: Estero Fire Station 45
 Location: Estero, FL Year Completion: 2023
 Construction Cost: \$7.4 million Project Size (SF): 19,200 SF

This section is to be completed by Consultant's Client:

Please complete, sign, date, and return the Reference Form to the Consultant listed above.

Organization Name: ESTERO FIRE RESCUE
 Reference Name and Title: Scott A. Vondarbrook FIRE CHIEF
 Phone Number: 239-398-8000 Email: _____

Please indicate Yes or No if you were directly involved with the project and familiar with the Consultant during the following activities:

Architect Selection: YES Design Phase: YES
 Construction Phase: YES Building User: YES

On a scale of 1 to 10 with 1 being poor performance and 10 being exemplary, please evaluate the following (answer N/A if you were not directly involved)

Did the firm adhere to an agreed schedule? 10
 Did the design satisfy functional requirements? 10
 Did the professional services and design exceed your expectations? 10
 Would you hire the same Consultant again for a similar project? YES

Comments: _____

Please include additional pages if necessary.

Signature: [Signature] Date: 4/30/26

4.
REFERENCE PROJECTS
 ATTACHMENT C

Request for Qualifications for Architect-Engineering Services
 for Station #26

ATTACHMENT C – REFERENCE FORM

Use this form for not less than three (3) clients, with the references from three (3) projects from the last five (5) years.

This section is to be completed by the Consultant:

Consultant's Name: Schenkel & Shultz, Inc.
 Architect's Name: Schenkel & Shultz, Inc. - Nathalie White, AIA
 Project Name: Sanibel Fire Station 172
 Location: Sanibel, FL Year Completion: 2026
 Construction Cost: \$8 million Project Size (SF): 12,012 SF

This section is to be completed by Consultant's Client:

Please complete, sign, date, and return the Reference Form to the Consultant listed above.

Organization Name: Sanibel Fire & Rescue District
 Reference Name and Title: Kevin Barbot, Fire Chief
 Phone Number: (239) 472-5525 Email: KBarbot@SanibelFire.com

Please indicate Yes or No if you were directly involved with the project and familiar with the Consultant during the following activities:

Architect Selection: Yes Design Phase: Yes
 Construction Phase: Yes Building User: Yes

On a scale of 1 to 10 with 1 being poor performance and 10 being exemplary, please evaluate the following (answer N/A if you were not directly involved)

Did the firm adhere to an agreed schedule? 10
 Did the design satisfy functional requirements? 10
 Did the professional services and design exceed your expectations? 10
 Would you hire the same Consultant again for a similar project? 10

Comments: I was directly involved in all aspects of this project, including architect selection, design, construction, and as the building user. Schenkel & Shultz was responsive, professional, and easy to work with throughout the process. The finished station meets our operational needs well, and I would highly recommend Schenkel & Shultz for similar public safety projects.


 Signature

4/20/26
 Date

4.

REFERENCE PROJECTS

ATTACHMENT C

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT C – REFERENCE FORM

Use this form for not less than three (3) clients, with the references from three (3) projects from the last five (5) years.

This section is to be completed by the Consultant:

Consultant's Name: Schenkel & Shultz, Inc.
 Architect's Name: Schenkel & Shultz, Inc. - Zoran Lozanovski, RA
 Project Name: North Port Fire Station #81
 Location: North Port, FL Year Completion: Est. 2027
 Construction Cost: Est. \$15.5 million Project Size (SF): 22,025 SF

This section is to be completed by Consultant's Client:

Please complete, sign, date, and return the Reference Form to the Consultant listed above.

Organization Name: City of North Port
 Reference Name and Title: Kim Humphrey, Project Manager
 Phone Number: 941-223-2900 Email: khumphrey@northportfl.gov

Please indicate Yes or No if you were directly involved with the project and familiar with the Consultant during the following activities:

Architect Selection: No Design Phase: Yes
 Construction Phase: Yes Building User: No

On a scale of 1 to 10 with 1 being poor performance and 10 being exemplary, please evaluate the following (answer N/A if you were not directly involved)

Did the firm adhere to an agreed schedule? 10
 Did the design satisfy functional requirements? 10
 Did the professional services and design exceed your expectations? 10
 Would you hire the same Consultant again for a similar project? 10

Comments: Although this firm was selected prior to my taking over the Fire Station 81 project, I have had the pleasure of working with Schenkel & Shultz on several other projects since. I would not hesitate to select them for public safety work. They are professional, knowledgeable, and true project partners.

Please include additional pages if necessary.

Kim Humphrey

Digitally signed by Kim
 Humphrey
 Date: 2026.04.20 09:45:58 -04'00'

4/20/2026
 Date

Signature

21



TAB 5

COST CONTROL

5.

COST CONTROL

Approach to Cost Control

As designers who have been working in the public sector for more than four decades, Schenkel Shultz understands the importance of meeting budget expectations and the responsibility of being good stewards of taxpayer funds, while delivering on the aspirations of the project.

Part of the Architect's responsibility is to deliver a project that is aesthetically pleasing, functional and within budget. With the escalation in today's construction market, we employ creative strategies to meet these standards. The best cost control approach is to maintain a strong understanding of the costs and budget throughout the entire project.

This requires a collaborative and transparent process where the design and estimating teams will work closely with Greater Naples Fire Rescue District from early design through construction documents, ensuring that every dollar spent aligns with the project's vision.

A proven approach to cost control that we have utilized includes developing a tier system during design that categorizes items into 'special' and 'everyday' categories. The 'special' items are those that are on the higher end of the design with a higher cost per square foot, while the 'everyday' are those items that are more standard and lower cost per square foot. Balancing the quantities of these items can greatly assist in controlling costs. For the tier system, we always look to have at least two options for the special items, one that is the preferred option and another that is more cost-effective, but still maintains quality and design intent.

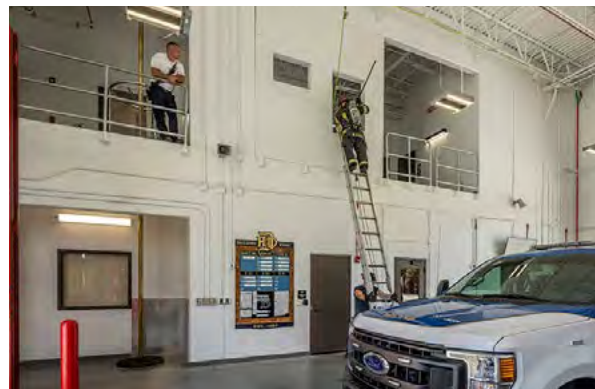
Another approach our experience has shown involves early decision making relative to the key project cost drivers. This is a critical part of staying on budget. The key cost drivers of a project account for 50-80% of the construction cost and includes: HVAC, structural and electrical. We will explore systems, structure and constructability to align the square footage with the project. Budgeting accurately for these cost drivers early in the design process will allow for a realistic cost estimate at each interval.

By integrating these strategies, we maintain control over the project's cost trajectory, minimize surprises, and preserve the integrity of the design. Our goal is to prevent reactive cost-cutting late in

the process by embedding value-driven thinking from the outset. This proactive approach allows us to deliver the initial design vision within budget, eliminating the need to "value engineer" critical elements out of the project in later phases.

Approach to Change Orders

Schenkel Shultz carefully reviews change orders and requires a detailed breakdown of costs for labor and materials. With this information in hand, we then review each item comparing it to current cost, while aiming to minimize any impacts to the schedule and completion of the work as outlined. Schenkel Shultz takes a proactive approach and course of action to work with the team to remedy the situation as efficiently, economically and expeditiously as possible.



Integrated Training Components in Apparatus Bay
DeLand Fire Station #81

Architectural Detail
Fire Station No. 2,
Parrish Fire District

5.
COST CONTROL
 ATTACHMENT D

Request for Qualifications for Architect-Engineering Services
 for Station #26

ATTACHMENT D – COST CONTROL FORM

Does the firm utilize any of the following? (please indicate Yes or No as applicable):
 Construction cost estimating consultant available for this project: Yes
 Staff trained in construction cost estimating and available for this project: No
 Full-time construction cost estimator on staff and available for this project: No

Were any of the above used for the projects listed in Attachments B and C? _____
 If answering Yes, list the project name, staff name, and services provided:
Yes - KMI our proposed cost estimating consultant worked with us on Sanibel Fire Stations 171 and 172 / Matthew Knight was the team member associated with both

Does the firm utilize or provide any of the following? (please indicate Yes or No as applicable):
 Revit or other software utilized for quantity takeoffs and estimates: Yes
 Value Engineering evaluation reports with alternatives and recommendations: Yes
 Architect's opinion of probable construction cost (OPC) for each project: Yes - for hard bid
 Constructability reviews for 30%, 60%, 90%, and 100% contract documents: Yes

Were any of the above provided for the projects in Attachments B and C? Yes
 If answering Yes, attach copies of OPC and reports to substantiate responses, and include any other relevant data that demonstrates the firm's ability to deliver projects within established budgets.
Sanibel Fire Stations 172 and 171 were delivered hard-bid and therefore had an OPC provided by our Cost Estimator. Documentation is included after this form.

Complete the following for each of the three (3) projects listed in Attachments B and C,

Project 1 Name, City State: Estero Fire Station # 45 - Estero, FL
 Total Building Area (SF) 19,200 SF
 Architects OPC \$ N/A - construction management
 Initial Construction Contract Amt \$ 6,344,930
 Total Change Orders \$ (1,48,767.55)
 Final Construction Contract Amt \$ 7,144,222.72 (includes \$799,292.55 of owner direct purchases)

Project 2 Name, City State: Sanibel Fire Station 172 - Sanibel, FL
 Total Building Area (SF) 12,012 SF
 Architects OPC \$ 7,479,179
 Initial Construction Contract Amt \$ 7,366,321.96
 Total Change Orders \$ (72,695.54)
 Final Construction Contract Amt \$ 7,439,017.50 (includes \$501,280.47 of owner direct purchases)

Project 3 Name, City State: Sanibel Fire Station 171 Renovation - Sanibel, FL
 Total Building Area (SF) 12,312 SF
 Architects OPC \$ 10,348,338
 Initial Construction Contract Amt \$ N/A - construction has not yet started
 Total Change Orders \$ N/A - construction has not yet started
 Final Construction Contract Amt \$ N/A - construction has not yet started

Attach Final Schedule of Values for each project listed above.

5.

COST CONTROL

ATTACHMENT D

Request for Qualifications for Architect-Engineering Services
for Station #26

Complete the following for not less than six (6) additional projects, preferably Fire Station/EMS facilities of similar size and complexity.

Project 4 Name, City State:	<u>North Port Fire Station #81 - North Port, FL</u>
Client Name, Contact:	<u>City of North Port, Kim Humphrey</u>
Total Building Area (SF)	<u>22,025 SF</u>
Initial Contract Amount	<u>\$ 15,507,229 - GMP</u>
Total Change Order Amount	<u>\$ N/A - project began construction on 1/29/2026</u>
Project 5 Name, City State:	<u>Sarasota Fire Station #9 - Sarasota, FL</u>
Client Name, Contact:	<u>Sarasota County Government, Tonia Toca</u>
Total Building Area (SF)	<u>9,969 SF</u>
Initial Contract Amount	<u>\$ 7,391,523</u>
Total Change Order Amount	<u>\$ 86,833</u>
Project 6 Name, City State:	<u>Parrish Fire Station #2 - Parrish, FL</u>
Client Name, Contact:	<u>Parrish Fire District, Chief Bailey</u>
Total Building Area (SF)	<u>10,000 SF</u>
Initial Contract Amount	<u>\$ 7,208,4923</u>
Total Change Order Amount	<u>\$ (1,343,812)</u>
Project 7 Name, City State:	<u>Charlotte County Fire Station #6 - Punta Gorda, FL</u>
Client Name, Contact:	<u>Charlotte County Government, Travis Perdue</u>
Total Building Area (SF)	<u>9,500 SF</u>
Initial Contract Amount	<u>\$ N/A - in bidding</u>
Total Change Order Amount	<u>\$ N/A</u>
Project 8 Name, City State:	<u>Palm Coast Fire Station #22 - Palm Coast, FL</u>
Client Name, Contact:	<u>City of Palm Coast, Eric Gebo</u>
Total Building Area (SF)	<u>10,000 SF</u>
Initial Contract Amount	<u>\$ 10,896,252</u>
Total Change Order Amount	<u>\$ N/A - construction on-going</u>
Project 9 Name, City State:	<u>Seminole County Fire Station #25 - Casselberry, FL</u>
Client Name, Contact:	<u>Seminole County Government, Chad Wilsky</u>
Total Building Area (SF)	<u>12,158 SF</u>
Initial Contract Amount	<u>\$ 12,215,498</u>
Total Change Order Amount	<u>\$ N/A - construction on-going</u>
Project 10 Name, City State:	<u>Charlotte County Fire Station #3 - Port Charlotte, FL</u>
Client Name, Contact:	<u>Charlotte County Government, Travis Perdue</u>
Total Building Area (SF)	<u>9,948 SF</u>
Initial Contract Amount	<u>\$ N/A - not yet under construction</u>
Total Change Order Amount	<u>\$ N/A - not yet under construction</u>

Attach Final Schedule of Values for each project listed above.

5.

COST CONTROL

ATTACHMENT D

Sanibel Fire Station 172 - Estimate / Opinion of Probable Cost




SUMMARY OF COST		TOTAL PROGRAM COST 90% CD DRAWINGS
DIVISION 1 - GENERAL REQUIREMENTS		\$ 564,200
DIVISION 2 - DEMOLITION		\$ 47,198
DIVISION 3 - CONCRETE		\$ 307,569
DIVISION 4 - MASONRY		\$ 197,587
DIVISION 5 - METALS		\$ 141,995
DIVISION 6 - WOOD & PLASTICS		\$ 221,022
DIVISION 7 - THERMAL & MOISTURE PROTECTION		\$ 187,712
DIVISION 8 - OPENINGS		\$ 604,336
DIVISION 9 - FINISHES		\$ 620,719
DIVISION 10 - SPECIALTIES		\$ 49,710
DIVISION 11 - EQUIPMENT		\$ 55,728
DIVISION 12 - FURNISHINGS		\$ 97,918
DIVISION 14 - CONVEYING SYSTEMS		\$ 201,600
DIVISION 21 - FIRE SUPPRESSION		\$ 56,505
DIVISION 22- PLUMBING		\$ 385,628
DIVISION 23 - HEATING, VENTILATION & AIR CONDITIONING		\$ 475,783
DIVISION 26 - ELECTRICAL		\$ 841,912
DIVISION 28 - LOW VOLTAGE		\$ 207,848
DIVISION 31 - EARTHWORK		\$ 319,469
DIVISION 32 - SITE IMPROVEMENTS		\$ 480,208
DIVISION 33 - UTILITIES		\$ 355,250
DIRECT COST OF WORK (DCOW)		\$ 6,419,896
CONTRACTOR - GENERAL CONDITIONS	5.00%	\$ 320,995
CONTRACTOR - INSURANCE & BONDS	1.50%	\$ 96,298
CONTRACTOR - OVERHEAD & PROFIT	10.00%	\$ 641,990
TOTAL CONTRACTOR COST		\$ 7,479,179
OWNER - PERMITTING / INSPECTIONS	4.50%	\$ 336,563
OWNER - DESIGN FEES	8.00%	\$ 598,334
OWNER - DESIGN CONTINGENCY	2.00%	\$ 149,584
OWNER - PROJECT CONTINGENCY	3.00%	\$ 224,375
OWNER - ESCALATION FOR COST (COVERS 2-3 MONTHS FOR PROJECT START)	1.50%	\$ 112,188
TOTAL PROJECT CONSTRUCTION ESTIMATED COST		\$ 8,900,223

5.

COST CONTROL

ATTACHMENT D

Sanibel Fire Station 171 - Estimate / Opinion of Probable Cost

Project:	Sanibel Fire & Rescue Station 171 Renovation - Construction Drawing Estimate	
Location:	Sanibel, FL	
Revision:	N/A	
Date:	21-Nov-25	

Sanibel Fire & Rescue Station 171 Renovation - Construction Drawing Estimate

Project Hard Costs	Total Project Costs	\$ Per SF
02 00 00 Existing Conditions	\$ 130,466.90	\$ 6.77
03 00 00 Concrete	\$ 1,147,321.28	\$ 59.50
04 00 00 Masonry	\$ 495,270.25	\$ 25.69
05 00 00 Metals	\$ 324,912.35	\$ 16.85
06 00 00 Wood, Plastics, & Composites	\$ 408,905.16	\$ 21.21
07 00 00 Thermal & Moisture Protection	\$ 629,140.62	\$ 32.63
08 00 00 Openings	\$ 641,337.90	\$ 33.26
09 00 00 Finishes	\$ 821,469.72	\$ 42.60
10 00 00 Specialties	\$ 40,685.59	\$ 2.11
11 00 00 Equipment	\$ 236,017.30	\$ 12.24
12 00 00 Furnishings	\$ 267,966.00	\$ 13.90
21 00 00 Fire Protection	\$ 130,539.14	\$ 6.77
22 00 00 Plumbing	\$ 322,378.78	\$ 16.72
23 00 00 Heating, Ventilating, & Air Conditioning	\$ 887,996.55	\$ 46.05
25 00 00 Integrated Automation	\$ 86,769.00	\$ 4.50
26 00 00 Electrical	\$ 697,686.83	\$ 36.18
31 00 00 Earthwork	\$ 165,523.50	\$ 8.58
32 00 00 Exterior Improvements	\$ 324,332.32	\$ 16.82
33 00 00 Utilities	\$ 307,581.20	\$ 15.95
DCOW Total Cost	\$ 8,066,300.37	\$ 418.33

Project Soft Costs			
General Contractor			
General Requirements / General Conditions	12.00%	\$	967,956.04
Insurance	1.00%	\$	80,663.00
Bonding	0.75%	\$	60,497.25
General Contractor Fee	6.00%	\$	483,978.02
Total General Contractor Costs			1,593,094.32
USCG - Owner			
Design (Excluded)			-
Permits	0.00%	\$	-
Threshold Inspection / Testing & Surveying	0.65%	\$	62,786.07
Project Contingency	2.00%	\$	193,187.89
Escalation	5.00%	\$	482,969.73
Total Owner Costs		\$	738,943.69

Total Project Costs (Hard Costs + Soft Costs)	\$ 10,398,338.39
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Total Project Cost \$ Per SF	\$ 539.28
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5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

Estero Fire Station #45 - Final Pay Application & SOV

APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE 1

TO OWNER:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

PROJECT:
 Estero Fire Station and Training Facility
 Estero Fire Station and Training
 Corkscrew RD
 Estero, FL 33928

APPLICATION NO: 025
PERIOD TO: 06/30/2023
PROJECT NOS.: 2710001

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR
 FIELD
 OTHER

FROM CONTRACTOR:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, Fl. 34135

CUSTOMER CONTRACT ID:

VIA ARCHITECT:

CONTRACT DATE: 02/23/2021

DESCRIPTION:

June Billing

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet.

1. ORIGINAL CONTRACT SUM	\$ 7,493,697.72
2. Net change by Change Orders	\$ (1,148,767.55)
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$ 6,344,930.17
SCHEDULE OF VALUE	\$ 6,344,930.17
4. TOTAL COMPLETED & STORED TO DATE	\$ 6,319,243.23
5. RETAINAGE:	
a. 0.00% of Completed Work (Columns D + E)	\$ 0.00
b. 0.00% of Stored Material (Column F)	\$ 0.00
Total Retainage (Line 5a + 5b)	\$ 0.00
6. TOTAL EARNED LESS RETAINAGE	\$ 6,319,243.23
7. LESS PREVIOUS APPLICATIONS FOR PAYMENTS	\$ 6,256,050.79
8. CURRENT PAYMENT DUE	\$ 63,192.44
9. BALANCE TO FINISH, INCLUDING RETAINAGE	25,686.94

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Envirostruct LLC, (Bonita Office)

By: Chris Walczak Project Manager Date: 6/29/23
 State of: FLORIDA County of: Lee
 Subscribed and sworn to before me this 29 day of June, 2023

Notary Public: [Signature]
 My Commission expires: 2/9/27



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:
 By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner:	85,920.41	(1,234,687.96)
Total approved this Month:	0.00	0.00
TOTALS:	85,920.41	(1,234,687.96)
NET CHANGES by Change Order:	(1,148,767.55)	

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

PAGE 2

TO:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

From:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, Fl. 34135

Project Name: Estero Fire Station and Training Facility
Project #: 2710001
Application #: 075
Period: 06/30/2023

A	B	C	D	E	F	G	H	I	J	
	DESCRIPTION	SCHEDULED VALUE (\$)	PRIOR COMPLETED AMOUNT (\$)	THIS PERIOD COMPLETED AMOUNT (\$)	PRESENTLY STORED AMOUNT (\$)	(D+E+F) COMPLETED & STORED TO DATE (\$)	(G/C) PROGRESS PERCENT	(C-G) BALANCE TO FINISH (\$)	RETAINAGE PERCENT	RETAINED AMOUNT (\$)
1	General Conditions	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %	0.00	0.00 %	0.00
2	Final Cleaning	23,726.27	23,726.27	0.00	0.00	23,726.27	100.00 %	0.00	0.00 %	0.00
3	Sitework & Utilities	1,396,133.10	1,396,133.10	0.00	0.00	1,396,133.10	100.00 %	0.00	0.00 %	0.00
4	Fence & Gates	71,170.00	71,170.00	0.00	0.00	71,170.00	100.00 %	0.00	0.00 %	0.00
5	Landscape & Irrigation	112,047.00	112,047.00	0.00	0.00	112,047.00	100.00 %	0.00	0.00 %	0.00
6	Underslab Termite Treatment	3,397.89	3,397.89	0.00	0.00	3,397.89	100.00 %	0.00	0.00 %	0.00
7	Concrete & Masonry	582,712.50	582,712.50	0.00	0.00	582,712.50	100.00 %	0.00	0.00 %	0.00
8	Precast Hollow-Core Plank	79,993.42	79,993.42	0.00	0.00	79,993.42	100.00 %	0.00	0.00 %	0.00
9	Polished Concrete	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00	0.00 %	0.00
10	Stone Veneer (Black)	4,258.33	4,258.33	0.00	0.00	4,258.33	100.00 %	0.00	0.00 %	0.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

TO:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

From:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, Fl. 34135

Project Name: Estero Fire Station and Training Facility
Project #: 2710001
Application #: 025
Period: 06/30/2023

PAGE 3

A	B	C	D	E	F	G	(G/C)	H		
	DESCRIPTION	SCHEDULED VALUE (\$)	PRIOR COMPLETED AMOUNT (\$)	THIS PERIOD COMPLETED AMOUNT (\$)	PRESENTLY STORED AMOUNT (\$)	(D+E+F) COMPLETED & STORED TO DATE (\$)	PROGRESS PERCENT	(C-G) BALANCE TO FINISH (\$)	RETAINAGE PERCENT	RETAINED AMOUNT (\$)
11	Miscellaneous Steel - Stairs, Railings, Bollards, Etc.	119,924.26	119,924.26	0.00	0.00	119,924.26	100.00 %	0.00	0.00 %	0.00
12	Roof Hatches & Ladders @ Training Buildings	24,197.40	24,197.40	0.00	0.00	24,197.40	100.00 %	0.00	0.00 %	0.00
13	Cabinets & Countertops	135,938.00	135,938.00	0.00	0.00	135,938.00	100.00 %	0.00	0.00 %	0.00
14	Firestopping	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00	0.00 %	0.00
15	Faux Beams	92,194.25	92,194.25	0.00	0.00	92,194.25	100.00 %	0.00	0.00 %	0.00
16	Doors, Frames & Hardware	141,627.62	141,627.62	0.00	0.00	141,627.62	100.00 %	0.00	0.00 %	0.00
17	Overhead Doors @ Apparatus Bay	216,530.97	216,530.97	0.00	0.00	216,530.97	100.00 %	0.00	0.00 %	0.00
18	Windows	77,512.00	77,512.00	0.00	0.00	77,512.00	100.00 %	0.00	0.00 %	0.00
19	Metal Framing, Drywall & Stucco	295,419.01	295,419.01	0.00	0.00	295,419.01	100.00 %	0.00	0.00 %	0.00
20	Acoustical Ceilings	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %	0.00	0.00 %	0.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

PAGE 4

TO:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

From:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, FL 34135

Project Name: Estero Fire Station and Training Facility
Project #: 2710001
Application #: 025
Period: 06/30/2023

A	B	C	D	E	F	G	(G/C)	H	RETAINAGE	RETAINED
	DESCRIPTION	SCHEDULED VALUE (\$)	PRIOR COMPLETED AMOUNT (\$)	THIS PERIOD COMPLETED AMOUNT (\$)	PRESENTLY STORED AMOUNT (\$)	(D+E+F) COMPLETED & STORED TO DATE (\$)	PROGRESS PERCENT	(C-G) BALANCE TO FINISH (\$)	PERCENT	AMOUNT (\$)
21	Flooring	34,080.00	34,080.00	0.00	0.00	34,080.00	100.00 %	0.00	0.00 %	0.00
22	Painting	198,383.14	198,383.14	0.00	0.00	198,383.14	100.00 %	0.00	0.00 %	0.00
23	Signage	14,614.75	14,614.75	0.00	0.00	14,614.75	100.00 %	0.00	0.00 %	0.00
24	Flag Poles	11,282.00	11,282.00	0.00	0.00	11,282.00	100.00 %	0.00	0.00 %	0.00
25	Bath Accessories	14,909.00	14,909.00	0.00	0.00	14,909.00	100.00 %	0.00	0.00 %	0.00
26	Corner Guards	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %	0.00	0.00 %	0.00
27	FF&E	400,000.00	400,000.00	0.00	0.00	400,000.00	100.00 %	0.00	0.00 %	0.00
28	Containers & Install	16,614.00	16,614.00	0.00	0.00	16,614.00	100.00 %	0.00	0.00 %	0.00
29	Pre-Engineered Metal Building	657,025.35	657,025.35	0.00	0.00	657,025.35	100.00 %	0.00	0.00 %	0.00
30	Pre-Engineered Metal Building Anchor Bolts	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00	0.00 %	0.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

PAGE 5

TO:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

From:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, FL 34135

Project Name: Estero Fire Station and Training Facility
Project #: 2710001
Application #: 025
Period: 06/30/2023

A	B	C	D	E	F	G	H	I	J	K
	DESCRIPTION	SCHEDULED VALUE (\$)	PRIOR COMPLETED AMOUNT (\$)	THIS PERIOD COMPLETED AMOUNT (\$)	PRESENTLY STORED AMOUNT (\$)	(D+E+F) COMPLETED & STORED TO DATE (\$)	(G/C) PROGRESS PERCENT	(C-G) BALANCE TO FINISH (\$)	RETAINAGE PERCENT	RETAINED AMOUNT (\$)
31	Pre-Engineered Metal Building Insulation	47,196.99	47,196.99	0.00	0.00	47,196.99	100.00 %	0.00	0.00 %	0.00
32	Pre-Engineered Metal Building Erection	203,771.10	203,771.10	0.00	0.00	203,771.10	100.00 %	0.00	0.00 %	0.00
33	Screen Enclosure	5,940.00	5,940.00	0.00	0.00	5,940.00	100.00 %	0.00	0.00 %	0.00
34	Fuelling Station	0.00	0.00	0.00	0.00	0.00	0.00 %	0.00	0.00 %	0.00
35	Fire Sprinkler System	57,303.61	57,303.61	0.00	0.00	57,303.61	100.00 %	0.00	0.00 %	0.00
36	Plumbing	195,679.61	195,679.61	0.00	0.00	195,679.61	100.00 %	0.00	0.00 %	0.00
37	HVAC	429,481.60	429,481.60	0.00	0.00	429,481.60	100.00 %	0.00	0.00 %	0.00
38	Electrical	889,455.60	889,455.60	0.00	0.00	889,455.60	100.00 %	0.00	0.00 %	0.00
39	Utility Connection Fee Allowance	3,807.25	3,807.25	0.00	0.00	3,807.25	100.00 %	0.00	0.00 %	0.00
40	Owner Contingency	25,686.94	0.00	0.00	0.00	0.00	0.00 %	25,686.94	0.00 %	0.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

PAGE 6

TO:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

From:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, Fl. 34135

Project Name: Estero Fire Station and Training Facility
Project #: 2710001
Application #: 025
Period: 06/30/2023

A	B	C	D	E	F	G	H	I	J	K
	DESCRIPTION	SCHEDULED VALUE (\$)	PRIOR COMPLETED AMOUNT (\$)	THIS PERIOD COMPLETED AMOUNT (\$)	PRESENTLY STORED AMOUNT (\$)	(D+E+F) COMPLETED & STORED TO DATE (\$)	(G/C) PROGRESS PERCENT	(C-G) BALANCE TO FINISH (\$)	RETAINAGE PERCENT	RETAINED AMOUNT (\$)
41	Bond	53,021.00	53,021.00	0.00	0.00	53,021.00	100.00 %	0.00	0.00 %	0.00
42	Builder's Risk	30,857.62	30,857.62	0.00	0.00	30,857.62	100.00 %	0.00	0.00 %	0.00
43	Liability Insurance	55,979.10	55,979.10	0.00	0.00	55,979.10	100.00 %	0.00	0.00 %	0.00
44	Fee	390,665.70	390,665.70	0.00	0.00	390,665.70	100.00 %	0.00	0.00 %	0.00
45	Surveying	38,495.00	38,495.00	0.00	0.00	38,495.00	100.00 %	0.00	0.00 %	0.00
46	Material Testing	20,021.60	20,021.60	0.00	0.00	20,021.60	100.00 %	0.00	0.00 %	0.00
47	CO #1 - FF&E Removal	-400,000.00	-400,000.00	0.00	0.00	-400,000.00	100.00 %	0.00	0.00 %	0.00
48	CO #2 - DMP	-738,826.09	-738,826.09	0.00	0.00	-738,826.09	100.00 %	0.00	0.00 %	0.00
49	Gas Lines	6,023.13	6,023.13	0.00	0.00	6,023.13	100.00 %	0.00	0.00 %	0.00
50	Test Wells	9,050.00	9,050.00	0.00	0.00	9,050.00	100.00 %	0.00	0.00 %	0.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

PAGE 7

TO:
 Estero Fire Rescue
 Chief Scott Vanderbrook
 21500 Three Oaks Parkway
 Estero, FL 33928

From:
 Envirostruct LLC, (Bonita Office)
 26701 Dublin Woods Circle
 Bonita Springs, Fl. 34135

Project Name: Estero Fire Station and Training Facility
Project #: 2710001
Application #: 025
Period: 06/30/2023

A	B	C	D	E	F	G	H	I	J	
	DESCRIPTION	SCHEDULED VALUE (\$)	PRIOR COMPLETED AMOUNT (\$)	THIS PERIOD COMPLETED AMOUNT (\$)	PRESENTLY STORED AMOUNT (\$)	(D+F+F) COMPLETED & STORED TO DATE (\$)	(G/C) PROGRESS PERCENT	(C-G) BALANCE TO FINISH (\$)	RETAINAGE PERCENT	RETAINED AMOUNT (\$)
51	Permit Fees	5,142.61	5,142.61	0.00	0.00	5,142.61	100.00 %	0.00	0.00 %	0.00
52	CO #3 - DMP	-95,861.87	-95,861.87	0.00	0.00	-95,861.87	100.00 %	0.00	0.00 %	0.00
53	CO #4 - General Conditions	50,525.00	50,525.00	0.00	0.00	50,525.00	100.00 %	0.00	0.00 %	0.00
54	CO #5 - DMP Settlement	35,395.41	35,395.41	0.00	0.00	35,395.41	100.00 %	0.00	0.00 %	0.00
55	Radio Locution	37,929.00	37,929.00	0.00	0.00	37,929.00	100.00 %	0.00	0.00 %	0.00
Totals:		6,344,930.17	6,319,243.23	0.00	0.00	6,319,243.23	99.60 %	25,686.94		0.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

Sanibel Fire Station #172 - most recent Pay Application & SOV (final documents are pending)

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO OWNER: Sanibel Fire & Rescue District
5171 Sanibel Captiva Rd
Sanibel, Florida 33957

PROJECT: Sanibel Fire Station
5171 Sanibel Captiva Rd
Sanibel, Florida 33957

APPLICATION NO: 20
INVOICE NUMBER:

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR 
<input type="checkbox"/>	
<input type="checkbox"/>	

FROM CONTRACTOR:
Manhattan Construction Company
3705-1 Westview Drive
NAPLES, FLORIDA 34104

VIA ARCHITECT: Schenkel Shultz
9510 Corkscrew Palms Cir
Unit 1
Estero, FL 33928

PERIOD TO: 31-Dec-25

MCC: PROJECT NO.: 8507

CONTRACT FOR: Sanibel Fire Station 172

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet. AIA Document G703, is attached.

1 ORIGINAL CONTRACT SUM	\$	\$7,439,017.50
2 Net change by Change Orders	\$	(72,695.54)
3 CONTRACT SUM TO DATE (Line 1 + 2)	\$	7,366,321.96
4 TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	7,363,821.96
5 RETAINAGE:		
a 5 % of Completed Work (Column D = E on G703)	\$	151,147.39
b 5 % of Stored Material (Column F on G703)	\$	-
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	151,147.39
6 TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	7,212,674.57
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	6,806,953.71
8 CURRENT PAYMENT DUE	\$	405,720.86
9 BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	153,647.39

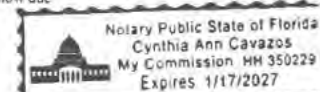
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	624,252.53	(696,948.07)
Total approved this Month		
TOTALS	624,252.53	(696,948.07)
NET CHANGES by Change Order		(72,695.54)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Manhattan Construction Company

By Matthew Carland Date 1/14/26
Matthew Carland - Project Manager

State of Florida County of Lee
Subscribed and sworn to before me this 13th day of January 2026
Notary Public: Cynthia Cavazos Who is personally known to me and appeared in physical presence.
My Commission expires 1/17/2027



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 405,720.86

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT:

By _____ Date _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached


APPLICATION NO: 20
APPLICATION DATE: 13-Jan-26

In tabulations below, amounts are stated to the nearest dollar

PERIOD TO: 31-Dec-25

Use Column I on Contracts where variable retainage for line items may apply.

PROJECT NO: 8507

A ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D.O.R.E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G / C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D - E)	THIS PERIOD					
									
1	General Requirements	\$154,874.77	153,874.77	1,000.00		154,874.77	100.00%		-
2	Demolition	\$1	1.00	-		1.00	100.00%		-
3	Concrete	\$466,273.61	466,273.61			466,273.61	100.00%		-
4	Masonry	\$271,682.94	271,682.94			271,682.94	100.00%	0.00	-
5	Metals	\$351,829.92	349,829.92	1,500.00		351,329.92	99.86%	500.00	\$ 17,243.35
6	Wood and Plastics	\$543,344.16	543,344.16			543,344.16	100.00%		\$ -
7	Thermal and Moisture Protection	\$843,107.90	843,107.90			843,107.90	100.00%	(0.00)	\$ -
8	Openings	\$618,459.80	618,459.80			618,459.80	100.00%		\$ 30,922.99
9	Finishes	\$594,943.12	578,066.97	14,876.15		592,943.12	99.66%	2,000.00	\$ 29,647.16
10	Specialties	\$54,987.26	54,987.26			54,987.26	100.00%	0.00	\$ -
11	Equipment	\$25,722.32	25,722.32			25,722.32	100.00%	(0.00)	\$ -
12	Furnishings	\$120,833.85	120,833.85			120,833.85	100.00%		\$ -
13	Conveying	\$121,988.40	121,988.40			121,988.40	100.00%	0.00	\$ -
14	Fire Suppression	\$119,184.00	119,184.00			119,184.00	100.00%		\$ 5,959.20
15	Plumbing Systems	\$335,096.40	335,096.40			335,096.40	100.00%	0.00	\$ -
16	HVAC Systems	\$302,904.80	302,904.80			302,904.80	100.00%		\$ 15,145.24
17	Electrical	\$790,302.39	790,302.39			790,302.39	100.00%	(0.00)	\$ 31,490.83
18	Communications and Technology								\$ -
19	Safety and Security / Fire Alarm								\$ -
20	Earthwork	\$634,907.20	634,907.20			634,907.20	100.00%	(0.00)	\$ -
21	Exterior Improvements	\$1.00	1.00			1.00	100.00%		\$ -
22	Utilities	\$171,007.20	171,007.20			171,007.20	100.00%		\$ -
23	Site Work, Landscaping, Pavcs, Etc	\$412,772.54	248,255.41	164,517.13		412,772.54	100.00%		\$ 20,638.62
24	General Conditions	\$328,784.96	328,784.96			328,784.96	100.00%		-
25	Insurance and Bonds	\$176,007.96	176,007.96			176,007.96	100.00%		-
26									-
	Sub Total	\$7,439,017.50	\$7,254,624.22	181,893.28		7,436,517.50	99.97%	2,500.00	\$ 151,147.39
	PCCOs								
27	Owner Change Order #1 - DPO Block & Concrete Mix	(\$184,130.00)	(\$184,130.00)			(184,130.00)	100.00%		-
28	Owner Change Order #2 - Builders Risk Policy	\$70,046.00	\$70,046.00			70,046.00	100.00%		-
29	Owner Change Order #3 - Construction Delay Cost	\$146,191.38	\$146,191.38			146,191.38	100.00%		-
30	Owner Change Order #4 - DPO Generator & Switch	-\$64,129.84	-\$64,129.84			(64,129.84)	100.00%		-
31	Owner Change Order #5 - Fire Riser	\$47,400.05	47,400.05			47,400.05	100.00%		-
32	Owner Change Order #6 - Fire Alarm	\$10,868.52	10,868.52			10,868.52	100.00%		-
33	Owner Change Order #7 - Lighting Package	(\$133,885.60)	(\$133,885.60)			(133,885.60)	100.00%		-
34	Owner Change Order #8 - RFI 52 Water Proofing	\$1,422.00	1,422.00			1,422.00	100.00%		-
35	OCO #9 - Hurricanes Helene & Milton Damage & RIGC's	\$60,148.65	60,148.65			60,148.65	100.00%	0.00	-

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

Sarasota Fire Station #9 - Final Pay Application & SOV



APPLICATION AND CERTIFICATION FOR PAYMENT

OWNER:	FINAL PAYMENT: No	PROJECT NAME: Fire Station #9 - Bee Ridge/Fuel Site Replacement - MULTI
Sarasota County 1001 Sarasota Center Blvd. Sarasota, FL 34240	DATE RECEIVED:	APPLICATION NO: 27
	DATE REVISED:	PERIOD TO: 06.22.2022
CONTRACTOR:	ENGINEER OF RECORD:	PROJECT NO: MC-13: 84360, 83311
Willis A Smith Construction 5001 Lakewood Ranch Blvd N. Lakewood Ranch, FL 34240	ARCHITECT of RECORD:	PO #: PO192921
	CONSTRUCTION ENGINEERING & INSPECTION (CEI):	CIP #: 84360, 83311
		CONTRACT #: C2019-212
		WORK ASSIGNMENT #: N/A

Application is made for Payment, as shown, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT AMOUNT	\$41,500.00
2. NET CHANGE BY CHANGE ORDER(S)	\$7,350,023.00
3. CURRENT CONTRACT AMOUNT (Line 1±2)	\$7,391,523.00
4. TOTAL COMPLETED & STORED TO DATE (Column G)	\$7,142,920.27
5. TOTAL RETAINAGE	\$5,000.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$7,137,920.27
7. PREVIOUS CERTIFICATES FOR PAYMENT (line 6 from prior certificate)	\$7,118,293.03
8. CURRENT PAYMENT DUE	\$19,627.24
9. REMAINING CONTRACT BALANCE, PLUS RETAINAGE (Line 3 less Line 6)	\$253,602.73

CHANGE ORDER SUMMARY	ADDS	DEDUCTS
Total changes approved in previous months by Owner	\$7,350,023.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$7,350,023.00	\$ 0.00

CERTIFICATE FOR PAYMENT
In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architects knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

(PM e-Builder Digital Approval): _____ (Date): _____

(AOR/EOR/CEI e-Builder Digital Approval): _____ (Date): _____

(TM e-Builder Digital Approval): _____ (Date): _____

(OM e-Builder Digital Approval): _____ (Date): _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

(Contractor): Willis A Smith Construction

(Name): _____

(Signature): _____ (Date): _____

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

APPLICATION NO.: 27
 PERIOD TO: 06.22.2022
 PROJECT NAME: Fire Station #9 - Bee Ridge/Fuel Site Replacement - MULTI
 PROJECT NO.: MC-13: 84360, 83311
 PO#: PO192921
 INSTANCE NO.: Draft - IA - 00001

A LINE ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F TOTAL MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED MATERIALS TO DATE (D + E + F)	H % COMPLETE	I BALANCE TO FINISH (C - G)	J RETAINED THIS PERIOD	K CUMULATIVE RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD						
010	NEW FIRE STATION- Fixed Fee for services described In Exhibit A	\$ 23,000.00	\$ 23,000.00	\$.00	\$.00	\$ 23,000.00	100.00%	\$.00	\$.00	\$.00
020	NEW FIRE STATION- N.T.E. Additional Services	\$ 3,500.00	\$.00	\$.00	\$.00	\$.00	0.00%	\$ 3,500.00	\$.00	\$.00
030	BEE RIDGE FUEL SITE REPLACEMENT T-Fixed Fee for Services described In Exhibit A	\$ 10,000.00	\$ 10,000.00	\$.00	\$.00	\$ 10,000.00	100.00%	\$.00	\$.00	\$.00
040	BEE RIDGE FUEL SITE REPLACEMENT T-N.T.E. Additional Services	\$ 5,000.00	\$.00	\$.00	\$.00	\$.00	0.00%	\$ 5,000.00	\$.00	\$.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

APPLICATION NO.: 27
 PERIOD TO: 06.22.2022
 PROJECT NAME: Fire Station #9 - Bee Ridge/Fuel Site Replacement - MULTI
 PROJECT NO.: MC-13: 84360, 83311
 PO#: PO192921
 INSTANCE NO.: Draft - IA - 00001

A LINE ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F TOTAL MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED MATERIALS TO DATE (D + E + F)	H % COMPLETE	I BALANCE TO FINISH (C - G)	J RETAINED THIS PERIOD	K CUMULATIVE RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD						
050	CHANGE ORDER #1	\$.00	\$.00	\$.00	\$.00	\$.00	0.00%	\$.00	\$.00	\$.00
051	Fuel Island General Conditions	\$ 234,695.00	\$ 234,695.00	\$.00	\$.00	\$ 234,695.00	100.00%	\$.00	\$.00	\$.00
060	Fuel Island Cost of Work	\$1,753,500.80	\$1,700,275.07	\$ 6,383.18	\$.00	\$1,706,658.25	97.33%	\$ 46,842.55	\$ 159.58	\$.00
070	Fuel Island CM Contingency	\$ 1,715.93	\$.00	\$.00	\$.00	\$.00	0.00%	\$ 1,715.93	\$.00	\$.00
080	Fuel Island CM Fee/Overhead	\$ 100,590.92	\$ 96,748.56	\$ 319.16	\$.00	\$ 97,067.72	96.50%	\$ 3,523.20	\$ 7.98	\$.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

APPLICATION NO.: 27
 PERIOD TO: 06.22.2022
 PROJECT NAME: Fire Station #9 - Bee Ridge/Fuel Site Replacement - MULTI
 PROJECT NO.: MC-13: 84360, 83311
 PO#: PO192921
 INSTANCE NO.: Draft - IA - 00001

A LINE ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F TOTAL MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED MATERIALS TO DATE (D + E + F)	H % COMPLETE	I BALANCE TO FINISH (C - G)	J RETAINED THIS PERIOD	K CUMULATIVE RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD						
090	Fuel Island Payment/Perf ormance Bond	\$ 15,830.00	\$ 14,218.50	\$.00	\$.00	\$ 14,218.50	89.82%	\$ 1,611.50	\$.00	\$.00
100	Fuel Island Insurance/Ris k Management	\$ 17,589.00	\$ 17,589.00	\$.00	\$.00	\$ 17,589.00	100.00%	\$.00	\$.00	\$.00
110	Fuel Island Builder's Risk Insurance	\$ 11,726.00	\$ 6,624.00	\$.00	\$.00	\$ 6,624.00	56.49%	\$ 5,102.00	\$.00	\$.00
120	Fuel Island Owner Contingency	\$ 638.35	\$.00	\$.00	\$.00	\$.00	0.00%	\$ 638.35	\$.00	\$.00
130	Fire Station General Conditions	\$ 543,735.43	\$ 543,735.43	\$.00	\$.00	\$ 543,735.43	100.00%	\$.00	\$.00	\$.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

APPLICATION NO.: 27
 PERIOD TO: 06.22.2022
 PROJECT NAME: Fire Station #9 - Bee Ridge/Fuel Site Replacement - MULTI
 PROJECT NO.: MC-13: 84360, 83311
 PO#: PO192921
 INSTANCE NO.: Draft - IA - 00001

A LINE ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D E WORK COMPLETED		F TOTAL MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED MATERIALS TO DATE (D + E + F)	H % COMPLETE	I BALANCE TO FINISH (C - G)	J RETAINED THIS PERIOD	K CUMULATIVE RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD						
140	Fire Station Cost of Work	\$4,302,189.21	\$4,150,523.03	\$ 12,309.43	\$.00	\$4,162,832.46	96.76%	\$ 139,356.75	\$ 307.74	\$ 5,000.00
150	Fire Station CM Contingency	\$ 1,804.90	\$.00	\$.00	\$.00	\$.00	0.00%	\$ 1,804.90	\$.00	\$.00
160	Fire Station CM Fee/Overhead	\$ 244,386.43	\$ 234,712.94	\$ 615.47	\$.00	\$ 235,328.41	96.29%	\$ 9,058.02	\$ 15.39	\$.00
170	Fire Station Payment/Performance Bond	\$ 33,176.50	\$ 33,176.50	\$.00	\$.00	\$ 33,176.50	100.00%	\$.00	\$.00	\$.00
180	Fire Station Insurance/Risk Management	\$ 42,538.00	\$ 42,538.00	\$.00	\$.00	\$ 42,538.00	100.00%	\$.00	\$.00	\$.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

CONTINUATION SHEET

APPLICATION NO.: 27
 PERIOD TO: 06.22.2022
 PROJECT NAME: Fire Station #9 - Bee Ridge/Fuel Site Replacement - MULTI
 PROJECT NO.: MC-13: 84360, 83311
 PO#: PO192921
 INSTANCE NO.: Draft - IA - 00001

A LINE ITEM NO.	B DESCRIPTION	C SCHEDULED VALUE	D WORK COMPLETED		F TOTAL MATERIALS PRESENTLY STORED	G TOTAL COMPLETED AND STORED MATERIALS TO DATE (D + E + F)	H % COMPLETE	I BALANCE TO FINISH (C - G)	J RETAINED THIS PERIOD	K CUMULATIVE RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD						
190	Fire Station Builder's Risk Insurance	\$ 15,457.00	\$ 15,457.00	\$.00	\$.00	\$ 15,457.00	100.00%	\$.00	\$.00	\$.00
200	Fire Station Owner Contingency	\$ 30,449.53	\$.00	\$.00	\$.00	\$.00	0.00%	\$ 30,449.53	\$.00	\$.00
TOTALS		\$7,391,523.00	\$7,123,293.03	\$19,627.24	\$ 0.00	\$7,142,920.27	96.64%	\$ 248,602.73	\$ 490.69	\$ 5,000.00

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

Parrish Fire Station #2 - Final Pay Application & SOV



CONTRACTOR'S APPLICATION AND CERTIFICATE FOR PAYMENT

FROM: Willis A Smith Construction, Inc.
5001 Lakewood Ranch Blvd. N.
Sarasota, Florida 34240
941-366-3116 Fax (941) 954-5509

TO: Parrish Fire District
12132 US 301 N
Parrish, FL 34219

CUSTOMER: 1-0444
INVOICE #: 3923
INVOICE DATE: 4/30/2023
PERIOD TO: 4/22/2023

ARCHITECT:

PROJECT: 1-21033-1
Parrish Fire Station 2

CONTRACT DATE:
APPLICATION #: 1-21033-00020

APPLICATION FOR PAYMENT

1. ORIGINAL CONTRACT SUM	\$7,208,492.00
2. Net Change by Change Orders	-\$1,343,812.41
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$5,864,679.59
4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)	\$5,706,025.65
5. RETAINAGE:	
a. Completed Work (Column D+E on Continuation Sheet)	30,000.00
b. Stored Material (Column F on Continuation Sheet)	0.00
Total Retainage (Line 5a +5b) or Total in Column I on Continuation Sheet	\$30,000.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$5,676,025.65
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$5,196,817.46
8. SALES TAX (if applicable)	\$0.00
9. CURRENT PAYMENT DUE	\$479,208.19
10. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 8)	\$188,653.94

The undersigned Contractor certifies that to the best of the Contractor 's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents , that all amounts have been paid by the Contract for the Work for which previous Certificates for Payment were issued and payments received from the Owner , and that current payment shown herein is now due

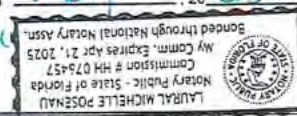
CONTRACTOR: Willis A Smith Construction, Inc.

By: [Signature] Date: 05/16/2023

State of Florida County of Sarasota

Personally known to me and
Subscribed and sworn to before me this 16 day of May, 2023

Notary Public: [Signature]
My Commission Expires: 4/21/25



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents , based on on-site observations and data comprising the above application, the Architect certifies to the Owner that to the best of the Architect 's knowledge, information and belief the Work has progressed as indicated , the quality of the Work is in accordance with the Contract Documents , and the Contractor is entitled to payment of the AMOUNT CERTIFIED .

ARCHITECT: [Signature] AMOUNT CERTIFIED \$479,208.19

By: [Signature] Date: 16 May 2023

This Certificate is not negotiable . The AMOUNT CERTIFIED is payable only to the Contractor named herein . Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract .

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

REQUEST FOR PAYMENT DETAIL

Project: 1-21033-1 / Parrish Fire Station 2

3923

Period Ending Date: 4/22/2023 Detail Page 1 of 2 Pages

Item ID A	Description B	Total Contract Amount C	Previously Completed Work D	Work Completed This Period E	Presently Stored Materials F	Completed And Stored To Date G	% Comp	Balance To Finish H	Retainage Balance I
1-500	General Conditions	551,072.81	516,903.21	31,815.25		548,718.46	99.57	2,354.35	30,000.00
1-600	Utility Fee Allowance								
1-700	Material Escalation								
1-800	Construction Contingency	59,598.00						59,598.00	
1-900	Insurance/Risk Management	82,107.00	82,107.00			82,107.00	100.00		
1-910	Builder's Risk Insurance								
1-920	Payment/Performance Bond	57,920.00	46,588.00			46,588.00	80.44	11,332.00	
2-100	Surveys	20,000.00	12,940.00	2,225.00		15,165.00	75.83	4,835.00	
2-200	Testing	25,000.00	13,744.50	1,856.25		15,600.75	62.40	9,399.25	
2-300	Threshold Inspection								
3-100	Concrete/Masonry	502,883.39	499,083.39	3,800.00		502,883.39	100.00		
3-200	Precast Concrete	63,025.00	63,025.00			63,025.00	100.00		
3-300	Concrete Polishing	47,103.00	43,175.00	3,928.00		47,103.00	100.00		
5-100	Structural Steel & Misc. Metal	257,201.90	257,201.90			257,201.90	100.00		
6-100	Rough Carpentry	256,884.39	241,636.09	15,048.30		256,884.39	100.00		
6-200	Architectural Casework/Counte	71,910.72	71,910.72			71,910.72	100.00		
7-100	Thermal Protection	70,910.00	70,910.00			70,910.00	100.00		
7-200	Roofing	180,938.28	180,938.28			180,938.28	100.00		
7-300	Siding & Wall Panels	159,336.46	159,336.46			159,336.46	100.00		
8-100	Doors/Frames/Hardware	24,776.00	20,178.00	4,598.00		24,776.00	100.00		
8-200	Overhead Doors & Grilles	135,026.00	132,321.00	2,705.00		135,026.00	100.00		
8-300	Glass/Glazing	136,178.16	136,178.16			136,178.16	100.00		
9-100	Framing/Drywall	223,402.29	223,402.29			223,402.29	100.00		
9-200	Stucco	20,190.00	20,190.00			20,190.00	100.00		
9-300	Ceilings	97,944.07	97,944.07			97,944.07	100.00		
9-400	Flooring	80,141.00	80,141.00			80,141.00	100.00		
9-500	Painting & Coatings	128,545.00	118,990.00	9,555.00		128,545.00	100.00		
10-100	Specialties	49,489.86	45,928.35	3,561.51		49,489.86	100.00		
10-200	Signage	28,858.43		28,858.43		28,858.43	100.00		
10-300	Operable Partitions	8,423.95	8,423.95			8,423.95	100.00		
21-100	Fire Suppression	44,804.51	44,804.51			44,804.51	100.00		
22-100	Plumbing	176,081.15	171,085.15	4,996.00		176,081.15	100.00		
23-100	HVAC	147,251.10	147,251.10			147,251.10	100.00		

5.

COST CONTROL

ATTACHMENT D - SUPPLEMENTAL INFORMATION

Project: 1-21033-1 / Pamsh Fire Station 2

3923

Period Ending Date: 4/22/2023 Detail Page 2 of 2 Pages

Item ID A	Description B	Total Contract Amount C	Previously Completed Work D	Work Completed This Period E	Presently Stored Materials F	Completed And Stored To Date G	% Comp H	Balance To Finish I	Retainage Balance I
26-100	Electrical	404,266.89	387,647.89	16,260.00		403,907.89	99.91	359.00 -	
31-100	Earthwork/Paving/Utilities	1,128,940.23	1,086,758.60			1,086,758.60	96.26	42,181.63 -	
32-100	Landscape & Irrigation	154,503.00	133,338.13	18,658.00		151,996.13	98.34	2,566.87 -	
90-100	Contractor Fee/Overhead - 7%	469,907.00	357,999.73	10,426.50		368,426.23	78.40	101,480.77 -	
90-200	DMP Fee - 7%		74,367.68	1,085.25		75,452.93		-75,452.93 -	

Totals	5,864,679.59	5,546,649.16	159,376.49			5,706,025.65	97.29	158,653.94	30,000.00
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TAB 6

REQUIRED
FORMS

6.

REQUIRED FORMS

PUBLIC ENTITY CRIMES FORM

ATTACHMENT E - PUBLIC ENTITY CRIMES STATEMENT

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

- 1) This sworn statement is submitted to the Greater Naples Fire Rescue District by Nathalie White for Schenkel & Shultz, Inc.

(Print name of entity submitting sworn statement)

whose business address is 9510 Corkscrew Palms Circle, Unit 1, Estero, FL 33928

and (if applicable) its Federal Employer Identification Number (FEIN) is 35-1382527
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____).

- 2) I understand that a “public entity crime” as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Section 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as defined in Section 287.133(1)(a), Florida Statutes, means:
- a) A predecessor or successor of a person convicted of a public entity crime; OR
- b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a “person” as defined in Section 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management

6.

REQUIRED FORMS

PUBLIC ENTITY CRIMES FORM

Request for Qualifications for Architect-Engineering Services for Station #26

of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies.)**

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the Final Order.)**

I UNDERSTAND THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Nathalie White April 23, 2026
(Signature) (Date)

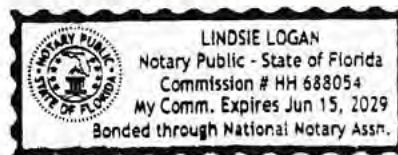
STATE OF FL

COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this day of April 23rd, 2026 by Nathalie White as Principal of Schenkel & Shultz, Inc., a S-Corporation company organized under the laws of the State of Florida, on behalf of the company, who is personally known to me or has produced _____ as identification.

Lindsay Logan
Notary Public
Name (Printed) Lindsay Logan
(Printed typed or stamped Commissioned name of Notary Public)

My commission expires 6/15/29



6.

REQUIRED FORMS

PUBLIC ENTITY CRIMES FORM

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT F – E-VERIFY AFFIDAVIT

Pursuant to Section 448.095, Florida Statutes, beginning January 1, 2021, Consultant shall register with and use the U.S. Department of Homeland Security's E-Verify system, (<https://e-verify.uscis.gov/emp>) to verify the work authorization status of all Consultant employees hired on and after January 1, 2021. Additionally, Consultant shall require all subconsultants performing work under this Agreement to use the E-Verify system for any employees hired on and after January 1, 2021. Consultant must provide evidence to the Authority of compliance with Section 448.095, Florida Statutes, prior to entering the Agreement

Affidavit

I hereby certify that Schenkel & Shultz, Inc. (Contract holder) does not employ, contract with, or subcontract with any unauthorized aliens, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021, have had their work authorization status verified through the E-Verify system.

A true and correct copy of Schenkel & Shultz, Inc.'s (Contract holder) proof of registration in the E-Verify system is attached to this Affidavit.

Nathalie White April 23, 2026
Signature Date
Nathalie White
Print Name

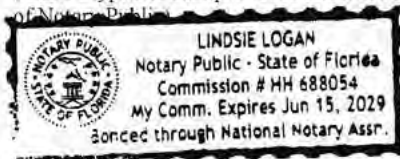
STATE OF FL

COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 23rd day of April, 2026 by Nathalie White as Principal of Schenkel & Shultz, Inc., a S-Corporation company organized under the laws of the State of Florida, on behalf of the company, who is personally known to me or has produced _____ as identification.

My commission expires 9/15/29

LJ
Notary Public
Name (Printed) Lindsie Logan
(Printed typed or stamped Commissioned name of Notary Public)



6.

REQUIRED FORMS

HUMAN TRAFFICKING AFFIDAVIT

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT G – HUMAN TRAFFICKING AFFIDAVIT

**HUMAN TRAFFICKING AFFIDAVIT
SECTION 787.06, FLORIDA STATUTES**

Before me, the undersigned authority, personally appeared _____
Nathalie White, whom after being duly sworn, deposes and states:
(Affiant)

- 1. My name is Nathalie White and I am over eighteen years of age. The following information is given from my own personal knowledge.
- 2. I am an officer or representative with Schenkel & Shultz, Inc., a non-governmental entity. I am authorized to provide this affidavit on behalf of Schenkel & Shultz, Inc.
- 3. The non-governmental entity, Schenkel & Shultz, Inc., does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

FURTHER AFFIANT SAYETH NOT.

April 23, 2026

Nathalie White
(Affiant)

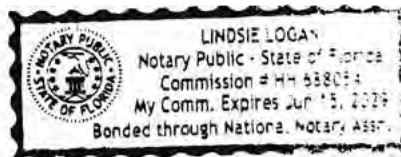
STATE OF FL

COUNTY OF Orange

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 23rd day of April, 2026 by Nathalie White as Principal of Schenkel & Shultz, Inc., a S-Corporation company organized under the laws of the State of Florida, on behalf of the company, who is personally known to me or has produced _____ as identification.

My commission expires 6/15/29

Lindsay Logan
Notary Public
Name (Printed) Lindsay Logan
(Printed typed or stamped Commissioned name of Notary Public)



REQUIRED FORMS

BREACH OF CONTRACT / NON-COMPLIANCE DISCLOSURE

Request for Qualifications for Architect-Engineering Services
for Station #26

ATTACHMENT H – BREACH OF CONTRACT/NON-COMPLIANCE DISCLOSURE

ALLEGED NEGLIGENCE/BREACH OF CONTRACT/NON-COMPLIANCE WITH GOVERNMENTAL REGULATION FORM

Please fill in the form below. Provide details for each incident of alleged negligence, breach of contract or non-compliance with governmental regulation that has occurred over the past 5 years. Examples of non-compliance with governmental regulation include but are not limited to zoning violations, code enforcement violations, civil or criminal citations, denial, or revocation of permits. Provide details for all entities currently or previously owned in whole or in part by the proposer in the last 5 years.

Please complete in chronological order with the most recent incident starting on page 1. Please do not modify this form (expansion of spacing allowed) or submit your own variation.

Company Name: Schenkel & Shultz, Inc.

Type of Incident <i>Alleged Negligence, Breach of Contract, or Non-Compliance</i>	Incident Date And Date Filed	Plaintiff <i>(Company, person, entity acted against your company or state if your company initiated the action)</i>	Case Number	Court <i>(Name of State and County)</i>	Project <i>(Address and Name)</i>	Allegation <i>(Stated reason your company was accused of negligence, breach of contract or non-compliance of governmental regulation or the allegations your company made)</i>	Final Outcome <i>(Who prevailed and how)</i>
N/A							

Make as many copies of this sheet as necessary to provide a 5-year history of the requested information. If there is no action pending or action taken in the last 5 years, complete the company name and write "NONE" in the first "Type of Incident" box of this page and return with your proposal package. This form should also include the primary partners listed in your response. Do not include litigation with your company as the plaintiff. Final outcome should include who prevailed and what method of settlement was made. If a monetary settlement was made the amount may remain anonymous.

Proposals may be declared "non-responsive" due to omissions of "Negligence or Breach of Contract" on this disclosure form. Additionally, proposals may be declared "not responsible" due to past or pending lawsuits that are relevant to the subject procurement such that they call into question the ability of the proposer to assure good faith performance.

Page Number: 1 of 1 Total pages

6.

REQUIRED FORMS

CERTIFICATE OF GOOD STANDING

Schenkel & Shultz, Inc.

State of Florida Department of State

I certify from the records of this office that SCHENKEL & SHULTZ, INC. is a corporation organized under the laws of the State of Florida, filed on May 16, 2017, effective September 22, 1976.

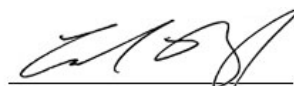
The document number of this corporation is P17000043560.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 5, 2026, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of January, 2026*




Secretary of State

Tracking Number: 3112240377CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

6.

REQUIRED FORMS

LICENSES

Schenkel & Shultz, Inc. | Firm's Qualifying Lic.



CMTA, Inc. | Firm's Qualifying License



Nathalie White, AIA | Principal-in-Charge/Project Manager



Jason Smith, PE, LEED AP, CEM | Mechanical Engineer



Daniel Lutarewych, AIA | Project Architect



Keith Liatsos, PE | Electrical Engineer

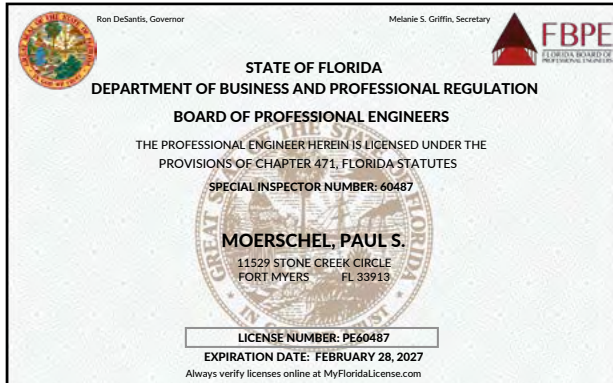


6.

REQUIRED FORMS

LICENSES

TRC Worldwide Engineering, Inc. | Firm's Qualifying License & Structural Engineer


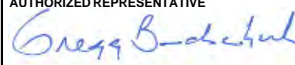


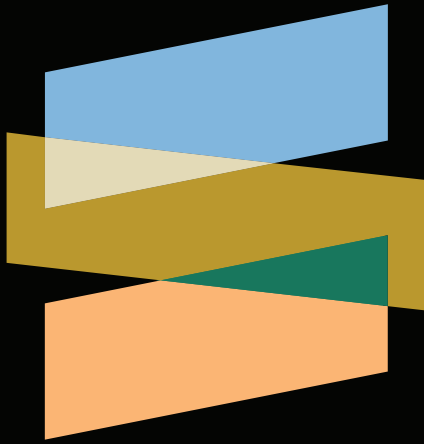
RESPEC Company, LLC. | Firm's Qualifying License & Civil Engineer



6.

REQUIRED FORMS
CERTIFICATE OF INSURANCE

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 3/3/2026		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p>						
<p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>						
PRODUCER Edgewood Partners Ins Center 3780 Mansell Rd. Suite 370 Alpharetta GA 30022		CONTACT NAME: Greyling Certs PHONE (A/C, No, Ext): 770-552-4225 FAX (A/C, No): E-MAIL ADDRESS: greylingcerts@greyling.com				
INSURED Schenkel & Shultz, Inc. 9510 Corkscrew Palms Circle, Unit 1 Estero, FL 33928 , Unit #1		INSURER(S) AFFORDING COVERAGE		NAIC #		
		INSURER A : National Fire Insurance Co of Hartford		20478		
		INSURER B : Continental Casualty Company		20443		
		INSURER C : The Continental Insurance Company		35289		
		INSURER D :				
		INSURER E :				
INSURER F :						
COVERAGES		CERTIFICATE NUMBER: 1461204110		REVISION NUMBER:		
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD VVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		8037734282	3/22/2026	3/22/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		8037743211	3/22/2026	3/22/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		8037735156	3/22/2026	3/22/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	8037732032	3/22/2026	3/22/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability		AEH288393689	3/22/2026	3/22/2027	Per Claim \$3,000,000 Aggregate \$3,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						
CERTIFICATE HOLDER				CANCELLATION		
Sample Certificate				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.		
				AUTHORIZED REPRESENTATIVE 		
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Design. Culture. Values.

Schenkel Shultz
9510 Corkscrew Palms Circle, Unit 1
Estero, Florida 33928

www.schenkelshultz.com

Greater Naples Fire Rescue District

Posted on the District website on 4-29-2026 at 2:45 pm.

**RFQ No. 2026-201
Request for Qualifications for Architect-Engineering Services
for Station #26**

Notice of Ranking of Responsive and Responsible Respondents

The District Evaluation Committee has considered the responses of the following responsive and responsible Consultants and ranks them as provided below. The committee recommends that the District proceed to negotiate a contract with the top Respondent as provided in Section 287.055, Florida Statutes.

	Consultants Name
1.	SCHENKEL & SCULTZ, INC
2.	GRACE DESISN STUDIOS
3.	SWEET SPARKMAN ARCHITECTS
4.	WANNAMACHER JENSEN ARCHITECTS
5.	THE GALANTE ARCHITECTURE STUDIO
6.	STOFFT COONEY ARCHITECTS
7.	CPZ ARCHITECTS INC
8.	GMA ARCHITECTS
9.	DLZ
10.	STRATUS TEAM LLC
11.	WEST ARCHITECTURE & DESIGN LLC
12.	RE CHISILM ARCHITECTS

Failure to file a notice of protest or a formal written protest of this decision within the time prescribed in the solicitation or failure to post the bond or other security shall constitute a waiver of all claims.

Exhibit B
Compensation

1.0 Compensation For Services

District shall pay Consultant and Consultant agrees to accept as full compensation for the Services the compensation as provided in **Exhibit B-1**, which is attached hereto and made a part hereof.

2.0 Contract Limit

Payment under this Agreement shall not exceed the amount shown in **Exhibit B-1** without approval from the District in the form of a written amendment to this Agreement.

3.0 Compensation for Additional Services

Compensation for performance of Additional Services under paragraph 11 of this Agreement, as well as the specific services to be performed and time of completion, must be described in a written amendment to this Agreement in advance of performance of the Additional Services. Failure to execute an amendment as provided above may result in non-payment for the work.

4.0 Invoices

Consultant shall submit invoices to the District monthly for all Services accomplished during the previous calendar month. Monthly invoices shall include separately listed charges for all portions of the Services for which compensation applies, including fees for Subconsultants and reimbursable expenses and costs.

Request for Qualifications for Architect-Engineering Services
for Station #26

Exhibit B-1

The hourly billing rates (“Standard Hourly Rates”) for services of the Consultant and the Consultant’s Subconsultants are set forth below and shall not be changed without District’s prior written consent.

[see proceeding pages for hourly rates for each discipline]

Services by Consultant shall be charged at the Hourly Rates, Lump Sum and Allowances/Contingencies Not-to-Exceed amount in the maximum total amount of \$ *(see breakdown below)* without written permission from the District.

Basic Services	\$ 1,254,912.00	LS	Architectural, Structural, MEPPF
		LS	Schenkel Shultz, TRC, CMTA
Additional Services			
Civil Engineering			
<u>Schematic Design</u>			
Design Meetings & Coordination	\$ 5,000.00	LS	Respec
Boundary & Topo Survey	\$ 15,000.00	LS	Keystone
Environmental Assessment	\$ 10,000.00	LS	Bear Paws
Civil SD / Site Planning	\$ 10,000.00	LS	Respec
Traffic Study	\$ 9,700.00	LS	Bowman
<u>Design Development</u>			
Design Meetings & Coordination	\$ 5,000.00	LS	Respec
Civil Design & Analysis	\$ 10,000.00	LS	Respec
Civil DD Plans	\$ 10,000.00	LS	Respec
Off-Site DD Plans (SR-90)	\$ 10,000.00	LS	Respec
Landscape / Irrigation DD Plans	\$ 6,500.00	LS	DMJA
<u>Permitting / Bidding (90%)</u>			
Collier County Site Dev Plan	\$ 12,500.00	LS	Respec
FDOT Utility Connection	\$ 5,000.00	LS	Respec
FDOT Drainage Connection	\$ 7,500.00	LS	Respec
FDOT Driveway Connection	\$ 10,000.00	LS	Respec
SFWMD Environmental Resource (Site)	\$ 15,000.00	LS	Respec
SFWMD Environmental Resource (SR-90)	\$ 8,000.00	LS	Respec
SFWMD Water Use	\$ 5,000.00	LS	Respec
SFWMD Dewatering	\$ 1,200.00	LS	Respec
FDEP Water	\$ 1,500.00	LS	Respec
FDEP Wastewater	\$ 1,500.00	LS	Respec
FDEP NOI	\$ 1,200.00	LS	Respec
Stormwater Design & Calculations	\$ 8,000.00	LS	Respec
SWPPP/FDEP NPDES Support	\$ 1,200.00	LS	Respec
County Permitting Support / Hearings	\$ 3,000.00	LS	Respec
Environmental Support	\$ 50,000.00	Allow.	Bear Paws
FEMA Modifications	\$ 45,000.00	Allow.	Respec
Emergency Signal Design / Permitting	\$ 40,000.00	Allow.	Respec
Bidding Services (Civil)	\$ 3,500.00	LS	Respec
<u>Construction Documents</u>			
CD Phase Meetings & Coordination	\$ 5,000.00	LS	Respec
Civil Construction Documents	\$ 5,000.00	LS	Respec
Landscape Construction Documents	\$ 6,000.00	LS	DMJA
Pre-Construction Coordination	\$ 3,500.00	LS	Respec
<u>Construction Administration</u>			
Construction Services	\$ 25,000.00	Hourly/NTE	Respec
Project Certifications	\$ 10,000.00	Hourly/NTE	Respec
<u>Construction Administration</u>			
Reimbursables	\$ 3,000.00	LS	Respec
Low Voltage	\$ 27,000.00	LS	CMTA
Site Lighting	\$ 9,500.00	LS	CMTA
Building Commissioning	\$ 29,500.00	LS	CMTA
Geotechnical	\$ 20,000.00	LS	Velocity
Estimating	\$ 26,580.00	LS	KMI
Additional Services Total	\$ 480,380.00		
+ Reimbursable Expenses	\$ 25,000.00	Allow.	SchenkelShultz
Basic + Additional + Reimbursable Total	\$ 1,760,292.00		

Request for Qualifications for Architect-Engineering Services
for Station #26

Compensation for travel expenses shall be made in accordance with Section 4.1. In addition to the fees for compensation, including fees for Additional Services, Consultant and Consultant's consultants (subconsultants) shall be reimbursed for expenses incurred by them that are directly related to the Project, as follows:

1. Permitting and other fees required by authorities having jurisdiction over the Project;
2. Printing, reproductions, plots, and standard form documents;
3. Postage, handling, and delivery;
4. Expense of overtime work requiring higher than regular rates, if authorized in advance by District in writing;
5. Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the District or required for the Project;
6. All taxes levied on professional services and on reimbursable expenses;
7. Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and
8. Other similar Project-related expenditures, if approved by District in advance in writing.

Expenses shall only be reimbursed at actual cost and Consultant and Consultant's Subconsultants shall not mark-up such expenses.



ARCHITECTURAL
HOURLY RATE SCHEDULE

2026*

Partner	\$ 295.00
Principal	\$ 225.00
Project Director / Manager	\$ 200.00
Project Architect III	\$ 175.00
Project Architect II	\$ 150.00
Project Architect I	\$ 120.00
Senior Interior Designer	\$ 175.00
Designer IV	\$ 160.00
Designer III	\$ 150.00
Designer II	\$ 125.00
Designer I	\$ 115.00
Specification Writer	\$ 160.00
Construction Administration	\$ 200.00
Administration	\$ 100.00

Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and Architect's employees and are identified as follows:

- Transportation / Mileage (0.725 per mile)
- Out of Town Travel Expenses
- Fees for Securing Permits/Approvals
- Reproductions
- Postage
- Renderings / Models

** Actual billing rates will vary by individual and will vary with customary compensation changes and will be adjusted during normal annual review period.*

TRC Worldwide Engineering
11926 Fairway Lakes Drive
Fort Myers, FL 33913
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2025 RATE SCHEDULE

PRINCIPAL - DIVISION MANAGER	\$ 275.00 PER HOUR
SR. REGISTERED ENGINEER - SR. PROJECT MANAGER	\$ 225.00 PER HOUR
REGISTERED ENGINEER - PROJECT MANAGER	\$ 200.00 PER HOUR
SENIOR PROJECT MANAGER	\$ 175.00 PER HOUR
PROJECT MANAGER - DESIGNER	\$ 165.00 PER HOUR
SENIOR INSPECTOR	\$ 150.00 PER HOUR
INSPECTOR	\$ 125.00 PER HOUR
CADD DESIGNER	\$ 120.00 PER HOUR
CLERICAL	\$ 80.00 PER HOUR

** Minimum hourly billings will apply to certain activities such as site visits and field reports, refer to the General Terms and Conditions attached for further information.

** The hourly rates listed above are only applicable to the 2025 Calendar Year, rates are subject to change on January 1st of each subsequent year.

CMTA
2026 Hourly Rates:

<u>Classification</u>	<u>Hourly Rate</u>
Principal	\$250.00/hour
Registered Professional Engineer	\$225.00/hour
Senior Project Manager	\$195.00/hour
Senior Project Engineer	\$195.00/hour
Senior Designer	\$175.00/hour
IT / AV Systems Design Engineering	\$175.00/hour
Lighting Design Engineering	\$175.00/hour
Project Engineer	\$150.00/hour
Designer	\$100.00/hour
CAD Operator	\$100.00/hour
Clerical	\$ 80.00/hour
Commissioning Agent, PM	\$195.00/hour
Commissioning Project Specialist	\$150.00/hour
Commissioning Technician	\$125.00/hour



2025 BILLING RATE SCHEDULE

Position	Hourly Rate
Principal Engineer	\$225
Project Manager	\$175
Senior Engineer	\$160
Design Engineer	\$140
Senior CAD Technician	\$125
Construction Services Representative	\$130
Permit Coordinator	\$100
Engineering Intern	\$75

Expenses	
Mileage	Regulatory Rate
Postage/Courier	At Cost + 10%
Vendor Printing and Binding	At Cost + 10%
Other Expenses	At Cost



2025 Hourly Rate Schedule for Professional Services

Principal Engineer (P.E.)	\$300.00/hour
Senior Professional Engineer (P.E.)	\$260.00/hour
Professional Engineer (P.E.)	\$220.00/hour
Project Engineer / Project Manager	\$200.00/hour
Staff Engineer / Inspector	\$180.00/hour
Engineering Technician	\$140.00/hour
Project Administrator	\$95.00/hour
Paper Copies of Reports / Specifications	\$25.00 each
Flash Drives	\$20.00 each

- ✓ All hourly rates are charged portal-to-portal when applicable.
- ✓ Any services requested on Saturdays, Sundays, or major holidays, or in excess of 8 hours per day, will be billed at a 1.5x multiplier.
- ✓ Depositions, testimony, and/or responding to subpoenas in any legal actions arising out of this project will be billed at a 2.0x multiplier on the above fees including all related time such as preparation and correspondence. As scheduling for depositions/testimony prevents the scheduling other projects, a minimum of four hours will be charged.
- ✓ This fee schedule is subject to change on an annual basis. The current year fee schedule shall be used for all billing.

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PROPOSAL

<u>2025 KMI Rates</u>	
<u>Discipline</u>	<u>2025 Standard Agreement Rates</u>
Principal/SVP/VP	\$265
Director, PM Services	\$195
Director, Estimating Services	\$200
Senior Estimator/Scheduler	\$185
Sr. Project Manager	\$170
Sr. Construction Manager	\$195
Project Manager	\$148
Estimator II	\$155
Estimator/Scheduler	\$125
Jr Estimator/Estimating Associate	\$90
Construction Manager	\$165
Assistant Project Manager	\$100
Project Engineer II	\$110
Project Engineer	\$100
Project Coordinator	\$100
Contract Administrator	\$100
Administrative Assistant	\$90